

FEDERAL BUREAU OF INVESTIGATION  
FOI/PA  
DELETED PAGE INFORMATION SHEET  
FOI/PA# 1346539-0

Total Deleted Page(s) = 11

Page 63 ~ b7E;  
Page 83 ~ Referral/Direct; Referral/Consult;  
Page 154 ~ Referral/Direct;  
Page 161 ~ b7E;  
Page 162 ~ b7E;  
Page 163 ~ b7E;  
Page 164 ~ b7E;  
Page 266 ~ b7E;  
Page 268 ~ b7E;  
Page 269 ~ b7E;  
Page 270 ~ b7E;

```
XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
X   Deleted Page(s)         X
X   No Duplication Fee      X
X   For this Page           X
XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
```

BK PLANS - EMERGENCY HEADQUARTERS FOR SAG. 66-17381  
SUBJECT FILE NO.

FOLLOWING SERIALS REMOVED FROM FILE AND  
DESTROYED IN ACCORDANCE WITH AUTHORITY  
CONTAINED IN 66-17380-1717

115

149

162

10/1/69 #10

DATE \_\_\_\_\_

INITIALS \_\_\_\_\_

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Ladd

FROM : A. Rosen *Re*

SUBJECT: BUREAU WAR PLANS

DATE: February 7, 1952

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

Pursuant to the instructions in the memorandum from the Director dated January 8, 1952, the Investigative Division has formulated the following plans in connection with certain phases of the Bureau's war plans:

1. EVACUATION - PERSONNEL

It was determined that the 11 agents of the group of 15 employees of the Investigative Division to be evacuated have families whose welfare should be protected in the event of an evacuation and certain Special Agent Supervisors have been designated the responsibility of caring for the families of those men to be evacuated. The following assignments were made:

Supervisor to be Evacuated

E. H. Winterrowd  
F. L. Price  
L. R. Pennington  
G. C. Callan  
C. A. Evans  
E. L. Robbins  
C. J. Martin

C. P. Hartley  
O. J. Keep

Supervisor Designated to Maintain Contact with Family

[redacted]  
F. H. Schmidt  
W. A. Hughes  
[redacted] (co-ordinator)  
L. S. Kemp  
D. S. Thompson  
[redacted]  
F. W. Doerner  
W. T. Brooking  
W. T. Brooking  
[redacted]

b6  
b7C

2. TRANSPORTATION

The following individuals are being listed as drivers of cars for transporting the evacuee personnel:

E. H. Winterrowd

6 people

b6  
b7C

L. R. Pennington

5 people

RECORDED - 15

EX - 50

ccy Mr. Glavin  
WPT:at

UNRECORDED COPY FILED IN 11-17381-94

Memo to Mr. Ladd

C. A. Evans

[Redacted]

6 people

b6  
b7C

E. L. Robbins

[Redacted]

5 people

Alternates

F. L. Price

[Redacted]

5 people

G. C. Callan

[Redacted]

b6  
b7C

5 people

O. J. Keep

[Redacted]

5 people

3. ELEVATOR SERVICE - PHYSICALLY HANDICAPPED

At the present time, the following persons should use the elevator in the event of an emergency:

[Redacted]

Pregnant  
4700 corridor

b6  
b7C

[Redacted]

Pregnant  
Room 4261



Memo to Mr. Ladd

4. SUPERVISION OF EMPLOYEES REMAINING  
IN WASHINGTON

In the event of evacuation, it is contemplated that those employees remaining in Washington will be under the supervision of  #1 Man of the Special Inquiry Section. b6 b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN  
 FROM : E. J. GAUGHIER  
 SUBJECT: BUREAU WAR PLANS - EVACUATION

DATE: February 21, 1952

P &amp; C

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

EVACUATION - PERSONNEL

All divisions at the Seat of Government have formulated plans whereby Special Agent Supervisors who are to stay behind at the time headquarters is evacuated, will assume the responsibility of maintaining contact with and taking care of the needs of the families of those employees evacuated to our relocation site. Each division has the responsibility of maintaining this plan on a current working basis.

TRANSPORTATION

A survey reflects that all divisions at the Seat of Government, with the exception of the Domestic Intelligence Division, have a sufficient number of privately owned automobiles available to transport those employees within the divisions who are to be evacuated to the relocation site.

The Domestic Intelligence Division contemplates evacuating 235 employees to the relocation site in the event of an emergency. The number of privately owned cars in the division will provide transportation for approximately 84 employees. Transportation for approximately 151 employees will have to be provided by the Bureau. The three Bureau buses will be ~~to~~ used to provide transportation for all evacuee employees within the Domestic Intelligence Division who lack private transportation.

LJG:cmw

RECORDED - 83

64 MAR 5 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS *[Signature]*

FROM : A. E. LEONARD

DATE: 2-19-52

SUBJECT: WAR PLANS  
STATISTICAL SECTION

This is in response to ~~several~~ requests by Mr. McGuire during recent conversation with particular reference to evacuation of certain key employees from this Section to an alternate Bureau headquarters.

The following plan contemplates that only a bare minimum of employees would be evacuated to alternate headquarters and as far as this Section goes that would include only personnel necessary to run the payroll and security index.

In connection with the payroll it is assumed that in such an emergency the only payroll changes that would be forthcoming from the payroll unit would be additions to and deletions from the over-all payroll of the Bureau.

The suggested employees for evacuation are as follows:

Frederick J. Lonergan, and Maurice F. Row. I would probably go with the group to the alternate Bureau headquarters and either stay with them there or travel back and forth from time to time to Washington, depending upon the circumstances and the extent of our functions that would be continued here.

SA Reed would be in charge of those left in Washington and his first assistant would be                      the latter being also assigned to the general problem of aiding the families of those who have been evacuated.

The following equipment should be moved at the time of evacuation: one 407 tabulator, one 082 sorter, one 024 punch, and one 552 interpreter. Approximately 100,000 tabulating cards and 10 file cabinets of tabulating cards and 5 x 8 security index cards.

Mr. Robinson would be the man to maintain liaison with the Chief Clerk's Office in connection with transportation facilities for this equipment.

AEL:fjh

RECORDED

65 MAR 3 1952

Tolson *[Signature]*  
Ladd *[Signature]*  
Clegg *[Signature]*  
Glavin *[Signature]*  
Nichols *[Signature]*  
Rosen *[Signature]*  
Tracy *[Signature]*  
Harbo *[Signature]*  
Belmont *[Signature]*  
Mohr *[Signature]*  
Tele. Room *[Signature]*  
Nease *[Signature]*  
Gandy *[Signature]*

b6  
b7C

*Ex - info  
noted on evacuation  
plans*  
*[Signature]*  
*11-173-103*

O'Brien War Plans - Emergency Headquarters For Sec

## Office Memorandum UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : L. J. FAUTHIER

SUBJECT: WAR PLANS - EVACUATION  
BLACKOUT CURTAINS

DATE: February 11, 1952

Mr. Tolson \_\_\_\_\_

Mr. E. A. Tamm \_\_\_\_\_

Mr. Clegg \_\_\_\_\_

Mr. Coffey \_\_\_\_\_

Mr. Glavin \_\_\_\_\_

Mr. Ladd \_\_\_\_\_

Mr. Nichols \_\_\_\_\_

Mr. Rosen \_\_\_\_\_

Mr. Tracy \_\_\_\_\_

Mr. Acers \_\_\_\_\_

Mr. Carson \_\_\_\_\_

Mr. Harbo \_\_\_\_\_

Mr. Hendon \_\_\_\_\_

Mr. Mumford \_\_\_\_\_

Mr. Starke \_\_\_\_\_

Mr. Quinn Tamm \_\_\_\_\_

Tele. Room \_\_\_\_\_

Mr. Nease \_\_\_\_\_

Miss Gandy \_\_\_\_\_

*EMERGENCY HEADQUARTERS FOR SIB*

In connection with the evacuation of FBI Headquarters to the Relocation Site it is requested that the following materiel be purchased for use at the Temporary Headquarters.

Blackout curtain material

100 yds. - 51" width

RECORDED - 159

166-17381-104

It is further requested that this materiel be obtained as soon as possible and stored in Room B-805 Justice Bldg.

This material is available at:

Hunicutt Upholstery Co.  
1954 Calvert St., N.W.

RRJ:ep

1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vim*  
 FROM : MR. CLEGG *sc*  
 SUBJECT: BUREAU  
WAR PLANS - EVACUATION

DATE: 2/15/52

*(m)*  
Emergency Headquarters File 500

Reference is made to my memorandum of January 16, 1952 indicating the status of the items being considered in connection with the proposed evacuation from Washington, D. C., and also items concerning the evacuation of personnel to shelter areas at the Seat of Government.

All items in connection with this program have now been completed with the exception of the following:

1. Files

The colored file covers for the files selected for evacuation have been received and are being placed on the pertinent files. The Records Section estimates that this project will be completed in approximately three weeks.

The cabinets in which the files to be evacuated are located are being identified with appropriate labels. The Records Section estimates that this project will be completed in about three weeks.

2. Communications

The necessary cable, wire, and connectors to install the 60 telephone instruments stored at the evacuation point have been ordered and will be brought to the evacuation point when available. The Records and Communications Division is handling this matter.

Arrangements have not been completed for the micro-wave length system for communicating with temporary locations of the White House and ~~critical~~ agencies. Bureau representatives are continuing to work with the National Security Resources Board ~~committee~~ concerning the micro-wave system in an effort to select and obtain equipment to be used in this project. The Laboratory is handling this matter.

FJH:ulr

cc: Mr. Ladd  
 Nichols  
 Belmont  
 Clegg  
 Glavin

RECORDED - 159

Mr. Harbo  
 Rosen  
 Tracy  
 Mason

FEB 27 1952

13

COPIES DESTROYED

10 SEP 20 1960  
 65 MAR 4 1952

Tolson  
 Ladd  
 Nichols  
 Belmont  
 Clegg  
 Glavin  
 Harbo  
 Rosen  
 Tracy  
 Mason  
 Nease  
 Gandy

*M. Mason*

66-17281-105

*2/16*

On November 30, 1951, the Bureau received from the Military, through arrangements with the Federal Civil Defense Agency, a truck and trailer containing a complete 450 watt CW radio station to be used for emergency communications until such time as the proposed micro-wave system becomes operative. This equipment is stored at the Clinton Radio Station. This equipment was used in connection with a practice communication test for all critical agencies on February 7, 1952 and operated satisfactorily.

3. First Aid

Two first aid training classes composed of persons listed for evacuation as well as individuals scheduled to remain in Washington will commence February 18, 1952.

4. Air Raid Drills

A practice evacuation has not been held for employees in the Justice Building. The building superintendent has advised that the Department has not yet completed plans for air raid drills, and a building-wide practice evacuation will be held when these plans are completed. The Administrative Division is handling this matter.

*Submitted for action  
Station  
by 2/15/52  
J. W.  
Trailer much  
1/18*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: February 25, 1952

FROM : W. R. GLAVIN

~~PERSONAL AND CONFIDENTIAL~~SUBJECT: WAR PLANS - EVACUATION  
SEAT OF GOVERNMENT

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Emergency War Plans  
Emergency Headquarters - For SUG

In connection with plans for the evacuation of headquarters, SA W. S. Tavel of the Administrative Division has been assigned the responsibility of maintaining contact with and taking care of the needs of the family of [redacted] including her mother. [redacted]

As you know, [redacted] is scheduled as one of the evacuees from your office to be assigned to the Bureau's relocation site in the event that becomes necessary. b6 b7C

CC: W. S. Tavel (P & C)  
 LJG:cmw

RECORDED - 53

EX - 99

166-17381-106

MAR 2 1952

15

1

C. S.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RB*  
 FROM : Mr. I. W. Conrad *IWC*  
 SUBJECT: SECURITY AGENCIES MICROWAVE SYSTEM;  
EMERGENCY PLANS

DATE: January 10, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*BUREAU WAR PLANS - HEADQUARTERS FOR 304*

Reference is made to my memorandum of November 23, 1951, relative to the above entitled matter regarding the operation and storage of a 2½ ton radio truck being made available to the Bureau by the White House for emergency communication pending completion of the proposed microwave network. Reference memorandum pointed out the nonfeasibility of driving the big truck to and from Shepherdstown for the periodic drill contacts which will be scheduled in the near future, particularly in view of possible icy mountain roads involved.

Accordingly, I recommended the rental of suitable building and grounds at Shepherdstown for storage of the equipment and assignment of operative personnel, pointing out that this recommendation would also solve two related problems dealing with FBI relocation, namely the need within the near future for a site on which the proposed microwave antenna structure can be erected and secondly the desirability of having some emergency radio equipment set up for immediate use at Shepherdstown in connection with the FBI's own radio communications network. In this latter connection, we already have some equipment in storage at Shepherdstown, but the availability of a house and associated grounds would make it possible to carry out a great deal more advance construction. It was contemplated that if the 500 watt CW transmitter presently stored at Shepherdstown could be installed and made operative, this equipment would eliminate the need for the large radio truck, since the radio truck contains substantially identical equipment.

Inasmuch as action was deferred on my earlier memorandum pending submission of more specific recommendation as to specific possible sites, it is now desired to propose that the Bureau approach the owner, a [redacted] of a small estate near the home of [redacted] President of Shepherd College. [redacted] is retired, and lives on the estate at the present. However, it is felt that it might be possible to make arrangements with him whereby a Bureau employee, possibly under pretext of being a student at Shepherd College, would be permitted to set up radio equipment in a room of the [redacted] residence. This residence is sufficiently close to the school to be satisfactory as a site for our microwave equipment, and the grounds surrounding the residence are sufficiently large as to be well suited for additional radio receiving antennas in the event it became necessary to move to Shepherdstown and expand our operations.

IWC:vrh

RECORDED - 15  
 INDEXED - 1

EX-50

b6  
 b7C

66-1734-107



Memorandum to Mr. Harbo

January 10, 1952

RECOMMENDATION:

Accordingly, it is recommended that the Bureau approach [ ] for the purpose indicated. [ ] has indicated informally that [ ] is a rather quiet individual, that he is independently wealthy and raises horses as a hobby on part of the estate.

b6  
b7C

*ADDENDUM: DJP 1/23/52 - Mr. Conrad and I have had further discussions on this proposal and both agree that we will have to have some arrangement to establish emergency communications from Shepherdstown. It is therefore recommended:*

- 1. That the Resident Agent make discreet inquiry in order to obtain some background on [ ] and we then make a search of our files;*
- 2. That we contact [ ] if his background is favorable for the purposes outlined above;*
- 3. That we not assign personnel permanently to Shepherdstown, but have an operator proceed to Shepherdstown as necessary, probably one day a week, to make contact with the emergency communications system.*

b6  
b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. HARBO *PH*

FROM : D. J. PARSONS *P*

SUBJECT: WAR PLANS -  
SECURITY AGENCIES'  
MICROWAVE SYSTEM

DATE: February 7, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

*Bureau War Plans - 66-17241-108*

Reference is made to Mr. Conrad's memorandum of January 10, 1952, concerning the need for suitable space at Shepherdstown and near Shepherd College to locate radio facilities to tie into the Security Agencies' emergency communications system.

I asked SAC Hallford to have a very discreet inquiry made concerning some property immediately adjoining that of Shepherd College. It is known as the "Popebicon Farm". This farm is owned by Mr. Llewellyn Potts who is approximately sixty years of age. His wife is deceased and he has three children, one daughter being married and not living in Shepherdstown. Another daughter and his son are both attending a private school. In addition, there are living at Shepherdstown a sister, [redacted] whose husband, [redacted] works in New York City but spends frequent weekends at Shepherdstown, and an elderly maiden aunt. The Potts family is very highly regarded and considered to be very wealthy and even "snooty." The Potts family is supposed to have made a great deal of money in coal and originally came from Pottstown, Pennsylvania.

b6  
b7c

A search of the Bureau's files was negative and there appears to be no reason why we could not safely contact him in connection with this project.

RECOMMENDATION: That we contact Mr. Potts in an effort to secure space.

*OR- coordinate with Mr. Glavin. Submit for approval specific plans for installation after contact with Mr. Potts.*  
*2-9 PH*

DJP/mek

RECORDED  
INDEXED - 15

66-17241-108

EX - 50

65 MAR 20 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RT*  
 FROM : *952* I. W. Conrad  
 SUBJECT: *BUREAU* WAR PLANS  
 SECURITY AGENCIES'  
 MICROWAVE SYSTEM

DATE: February 29, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Emergency Headquarters*  
*FOR SUB*

In accordance with approval of our proposal to contact Mr. Llewellyn Potts at Shepherdstown in order to secure space for location of radio equipment, Mr. Millen and Mr. Conrad on 2-28-52 made such contact.

Without indicating to Potts in any way that the Bureau was connected with Shepherd College, and without revealing that the Bureau planned emergency relocation in Shepherdstown, it was explained to Potts that the Bureau had certain highly confidential communications requirements which indicated the desirability of locating certain radio equipment in that area. The immediate problem of operating our C.W. equipment was placed on the basis of testing for an eventual relay station. In approaching Mr. Potts, immediately after identifying ourselves, we indicated that we were seeking his assistance on a highly confidential matter and that we had come to him because of his reputation as a responsible citizen and also because of the geographical situation of his land which made it suitable for our purpose.

Potts was most cooperative and indicated a desire to render any assistance possible. Facilities are available which would meet the Bureau's needs. However, Potts advised that two sisters each held one third interest in the estate and he would have to seek their concurrence. Accordingly, he requested that the matter again be presented Monday, March 10, 1952, at which time the additional owners would be available. The sisters are: \_\_\_\_\_ residing at \_\_\_\_\_  
 Shepherdstown, W. Va., and \_\_\_\_\_

b6  
 b7c

A name check is being made and if the file search is negative, the matter will be pursued on the date indicated.

Occasion was also taken to examine the power wiring recently completed at Shepherd College; it was found to be in good shape. In addition, several boxes of telephone distribution wire were taken to Shepherdstown and left in storage there.

Receiving tests were conducted with a portable receiver to determine whether a new frequency being used by the White House C.W. network could be heard at Shepherdstown. The frequency, 4610 kc, was clearly heard even with the portable equipment. Hence, it is expected that this frequency will be satisfactory, although earlier tests of lower frequencies had been found unsatisfactory.

IWC:vrh *vrh*

RECORDED - 15  
 INDEXED - 15

65 MAR 20 1952 *Ray*

EX - 50

Memorandum to Mr. R. T. Harbo

February 29, 1952

ACTION:

Upon completion of the name checks mentioned above, contact will be renewed with members of the Potts family at Shepherdstown looking toward securing the necessary space for our radio equipment.

ADDENDUM: RLM 3-6-52  
*RLM*

A search of the Bureau files with regard to references on [redacted] and [redacted] was negative with the following exception: [redacted] or [redacted] b6  
[redacted] provided information to the Bureau in connection with the b7C  
case entitled "[redacted] was. et al, Espionage - G" Bufile  
65-44483 serial 1282. This information was furnished on December 13,  
1943.

*OK - Mr. Tolson advised.  
3-7-52 R4*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. H. H. CLEGG *HACm*

DATE: March 7, 1952

FROM : MR. F. J. HOLMES *FJH*SUBJECT: BUREAU  
WAR PLANS

TRAINING AND INSPECTION DIVISION

*Emergency Head Quarters for SIG*

Set out below is information concerning the current war plans for this Division.

## I. Personnel to be Relocated at the Emergency Relocation Center

Assistant Director H. H. Clegg  
Inspector E. D. Mason  
Inspector J. S. Rogers  
SAC Sloan  
ASAC C. F. Watsonb6  
b7C

## II. Transportation to Evacuation Point

The personal automobiles of Inspectors Mason and Rogers will be used for evacuation of the personnel of this Division. Their addresses and telephone numbers are:

Inspector Mason b6  
b7C  
Inspector Rogers

## III. The Responsibility for Personnel Remaining in Washington, D.C.

Inspector J. S. Sizoo will be in charge of all Division personnel not evacuated to the emergency relocation center. *b6*  
*b7C* [redacted] will be Mr. Sizoo's alternate.

SA Louis P. Hurley, Jr. assisted by SA H. A. Meyers has been appointed to care for the needs of the families of Division employees who are evacuated.

## IV. Files to be Evacuated to the Relocation Center

One file cabinet located in Room 5244 containing lecture files dealing with such subjects as espionage, sabotage,

RECORDED - 87

FJH:dl1

35 MAR 20 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_*66-1731-110*  
*[Signature]*

and other confidential matter. This cabinet will also contain one copy of each lecture outline currently in use before the various training classes.

Those file cabinet drawers located in Room 5236 containing copies of the war plans of the various offices. The material to be evacuated is identified by a small red sticker appearing on the pertinent file cabinets.

#### V. Contacting Personnel in the Event of an Emergency

The personnel of this Division has been divided into squads according to geographic area and availability of automobiles. A squad leader and alternate have been appointed for each squad. In the event of an emergency, the Bureau would contact Assistant Director H. H. Clegg who would then call Inspectors E. D. Mason and J. A. Sizoo. Mr. Mason and Mr. Sizoo would thereafter call the squad leaders assigned to their respective sections and each squad leader would contact the members of his particular squad. These squads are set up as follows:

##### SQUAD #1

Leader - J. S. Rogers  
Alternate - [REDACTED]  
H. H. Clegg  
J. S. Egan  
[REDACTED]

[REDACTED]

b6  
b7C

##### SQUAD #2

Leader - E. D. Mason  
Alternate - T. J. Feeney  
Louis P. Hurley, Jr.  
B. C. Brown  
Carl W. Buchholz

[REDACTED]

b6  
b7C

##### SQUAD #3

Leader - Richard A. Newby  
Alternate - Henry L. Sloan  
[REDACTED]  
C. P. Bell  
J. A. Sizoo

[REDACTED]

b6  
b7C

SQUAD #4

Leader - [REDACTED]

Alternate - H. A. Meyers

[REDACTED]

[REDACTED]

b6  
b7C

SQUAD #5

Leader - [REDACTED]

Alternate - [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

b6  
b7C

SQUAD #6

Leader - Thomas E. Naughten

Alternate - [REDACTED]

[REDACTED]

[REDACTED]

b6  
b7C

SQUAD #7

Leader - Orville R. Talburt

Alternate - [REDACTED]

[REDACTED]

[REDACTED]

b6  
b7C

SQUAD #8

Leader - [REDACTED]

Alternate - [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

b6  
b7C

SQUAD #9

Leader - Don W. Walters

Alternate - Karl V. Hetherington

Robert M. Fauntleroy

b6  
b7C

SQUAD #10

Leader - Lawrence A. Buscher

Alternate - Frank H. Strong

Edward H. Bahlow

Leon A. Francisco

b6  
b7C



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. HARBO *PH*

DATE: March 3, 1952

FROM : D. J. PARSONS *P*SUBJECT: *WAR PLANS - Emergency Headquarters For 506.*  
LABORATORY DIVISION

Tolson	_____
Ladd	_____
Clegg	_____
Glavin	_____
Nichols	_____
Rosen	_____
Tracy	_____
Harbo	_____
Mohr	_____
Tele. Room	_____
Nease	_____
Gandy	_____

The Director's memorandum of February 8, 1952, requested that a status report be furnished on the war plans not later than March 6, 1952, and the five items specifically listed are being covered as follows:

1. I have examined the plans for adequacy and completeness and we are up to date on war plans for the Bureau and Laboratory Division except as enumerated under Item 4 below.
2. We have no additional suggestions to furnish relative to the Bureau's war plans at this time.
3. We will continue to furnish any changes or revisions as they occur for the war plans brochure.
4. (a) My memorandum of January 11, 1952, furnished the list of equipment to be evacuated to emergency headquarters in the event of an emergency. I would like to add to the equipment listed for Room 7318 in the Radio & Electrical Section the following:

11a Miniaturized Sound Kit. *noted*

(b) The only remaining work to be completed so far as the Division war plans is the training of additional personnel in First Aid which is being done as new classes are held. We have not, but intend to designate Special Agents as key men in five residential areas of Washington as contact points for those employees not being evacuated to emergency headquarters. I expect to complete a proposed list for your approval by March 15.

(c) In connection with the Bureau war plans, we are separately handling the establishment of a radio communications point near the emergency headquarters primarily for the critical agencies and microwave network as requested by the White House. The initial contact in this regard was made by Messrs. Conrad and Millen on February 28, 1952. Additional talks on this matter will be delayed for about two weeks. A further report will be submitted.

This memorandum gives the current status of our war plans.

65 APR 9 1952  
DJP/mek

UNRECORDED COPY FILED IN 100-17351-1

Memo to Mr. Nichols  
Re: Bureau War Plans  
Records Section

3-4-52

B. EVACUATION HEADQUARTERS

Office furniture, lamps assorted colored pencils, ink, stamp pads, stapling machines, file fronts and backs,acco fasteners, charge out slips, paper, envelopes, etc., have been assembled and boxed ready for delivery to the Evacuation Headquarters. These supplies are maintained in the Supply Section. They are appropriately labeled for the use of the Records Section. Other items such as rubber stamps used in processing the mail, paper clips, blank index cards, etc., will be furnished from Records Section stock on hand.

Transportation of these supplies will be arranged by the Administrative Division in the event of an emergency.

Status: Complete.

RECORDED - 73

EX-99

11-173-1-112  
MAR 24 1952

47

Memoto Mr. Nichols  
Re: Bureau War Plans  
Records Section,

3-4-52

PLAN FOR EVACUATION:

In the event evacuation is necessary the following instructions will be observed by employees?

- (1) Stay home unless otherwise instructed.
- (2) Make no attempt to telephone the Bureau.

Briefly, the overall plan to be placed in operation is as follows. Equipment and employees will be dispatched to the Evacuation Headquarters. Other employees have been designated to stand by for duty at the seat of government. Files and related materials will be either transported to the evacuation headquarters or destroyed at the seat of government.

The above will be accomplished as follows.

Chain of command:

C. L. Trotter  
W. G. James  
L. E. Short  
O. G. Hedler

b6  
b7C

J. B. Engelstad  
J. W. Marshall (ordered to Evacuation  
Headquarters)

Three squads of employees have been established to perform the above operations. The names of employees of these squads are maintained in Room 7509. All of the employees in these squads are aware of their individual assignments and duties.

SQUAD I:

One hundred employees have been designated to go to Evacuation Headquarters in the event of Bureau instructions. SA J. W. Marshall and [redacted] would proceed independently and immediately to this point. The one hundred employees will rally at five points which are homes of individual employees. Sufficient automobiles are possessed by employees in this group to transport the entire one hundred to the Evacuation Headquarters. An up to date record of the make and seating capacities of these automobiles is maintained in Room 7509. These employees are ready to live and work at the emergency headquarters, having arranged to have their families cared for by relatives or friends, etc. They will set up the nucleus of the Records Section in the Evacuation Headquarters.

b6  
b7C

SA L. E. Short has been designated to remain behind

Memo to Mr. Nichols  
Re: Bureau War Plans  
Records Section

3-11-52

and be responsible for maintaining contact and taking care of needs of the families in Squad I.

SQUAD II:

Squad II is composed of alternates for the above one hundred employees in Squad I.

SQUAD III:

This squad consists of three hundred employees, both male and female, who are divided into sixteen groups. Groups in this squad will rally at designated rally points and will report for duty to the Records Section as ordered by the Bureau. This squad will perform any necessary duties in the Justice Building or the Identification Building.

FILES TO BE EVACUATED:

Files to be moved to the Evacuation Headquarters have been designated by orange striped covers. These files consist of those cases on security index subjects, confidential informants, and espionage subjects.

A numerical index is maintained in Room 7509 for these files. This has been compiled in the following manner. The Domestic Intelligence Division has furnished the names of all espionage subjects, confidential informants, and security index subjects whose files they desire to be transported to the Evacuation Headquarters. Whenever the Domestic Intelligence Division adds or deletes espionage subjects, confidential informants, or security index subjects, they notify the Records Section. Orange striped covers are placed or removed from these files on the basis of these instructions. In this manner the index of critical files is maintained in an up to date condition.

There are presently approximately twenty thousand files so designated for evacuation. Orange striped covers have been typed and placed on these files.

Inasmuch as these files will be in the Records Section and the offices of Supervisors, the following procedures will be utilized in collecting them for shipment to the Evacuation Headquarters. Red tabs have been pasted on file cabinets in the Records Section containing a critical file. Employees will be designated to take these files from these cabinets. Other employees will proceed through offices collecting all files with orange striped covers. They will be loaded on small hand trucks and subsequently placed in boxes for loading on the trucks for delivery.

Status: Complete.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RH*

FROM : Mr. Conrad *JC*

SUBJECT: BUREAU WAR PLANS

DATE: April 1, 1952

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Belmont \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

*100-100000 HEADQUARTERS FOR SOG*

By memorandum from Mr. Nichols to Mr. Tolson concerning Bureau War Plans dated November 28, 1951, it was suggested that inasmuch as the Laboratory would be making periodical checks in connection with the operation of the critical agencies emergency CW network, such visits should be coordinated with Division 4 in order that [redacted] of AT&T could have his maintenance people available at Shepherdstown to make the telephone maintenance check. *Bo* *PJ* *b6* *b7C*

As you know, it is anticipated that the CW tests will be conducted from the Potts property adjacent to the campus rather than at the school building and will be entirely independent of the school. In view of this it appears undesirable to coordinate the radio and telephone tests as it might tend to connect the radio operations with the school.

It is pointed out that the telephone system was installed by the Telephone Company without any assistance from the Laboratory and it is not believed necessary for the Laboratory to make any maintenance checks of the telephone equipment. It is understood that the Telephone Company people still have a key to our room at the college.

RECOMMENDATION:

That no maintenance checks of the telephone system at Shepherdstown be made by the Laboratory and that any checks made by the Telephone Company maintenance people not be coordinated with radio tests as such a procedure might tend to connect the radio operations with the school.

*OK here.*

*100-100000*

AJB:np

RECORDED - 24

166-17341-113

APR 5 1952

13

61 APR 9 1952

## Office Memorandum • UNITED

ERNMENT

TO : MR. NICHOLS

DATE: 4-7-52

FROM : W. G. EAMES

SUBJECT: WAR PLANS

RECORDS SECTION

*Emergency 11-14 evacuation for 100*

We are placing a red seal on the upper right-hand corner of every file cabinet containing a file to be evacuated to the Emergency Headquarters in the event of an emergency. This is being done in order to readily identify cabinets containing such files so that they can be collected with a minimum amount of delay. It has been found that approximately eighty-five per cent of the cabinets in the 100 classification contain files to be evacuated.

Inasmuch as the great majority of the files to be evacuated are in the 100 classification, much difficulty is being experienced in maintaining these red seals on the proper cabinet. Therefore, it is felt that as there are only fifteen per cent of the cabinets not containing evacuation files, that there is no real need for labeling each cabinet containing an evacuation file. In the event of an emergency, every cabinet in this classification could be checked with no appreciable difference in the time element.

ACTION TO BE TAKEN:

Unless advised to the contrary, the 100 classification cabinets containing files to be evacuated will not be labeled with a red seal.

PFO:mjh

*Appears to be a  
forward procedure  
now in progress*

RECORDED - 100

APR 17 1952

66-17381-114

*W. G. EAMES*

ORIGINAL

PERS. FILES

66 APR 26 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *V*  
 FROM : MR. CLEGG *W*  
 SUBJECT: *BUREAU* WAR PLANS - EVACUATION

DATE: 3/17/52

Emergency Headquarters for SOG

Reference is made to my memorandum of February 15, 1952 indicating the status of the items being considered in connection with the proposed evacuation from Washington, D. C., and also items concerning evacuation of personnel to shelter areas at the Seat of Government.

All items in connection with this program have either been completed or are current and continuing with the exception of the following:

1. Communications:

The necessary cable, wire, and connectors to install the 60 telephone instruments stored at the evacuation point have been ordered and will be brought to the evacuation point when available. The Records and Communications Division is handling this matter.

Tentative arrangements have been made to obtain space at the evacuation point for the security agencies radio link. Arrangements have not been completed for the micro-wave length system for communicating with temporary locations of the White House and critical agencies. Bureau representatives are continuing to work with the National Security Resources Board committee concerning the micro-wave system in an effort to select and obtain equipment to be used in this project. The Laboratory is handling this matter.

On November 30, 1951, the Bureau received from the Military, through arrangements with the Federal Civil Defense Agency, a truck and trailer containing a complete 450 watt CW radio station to be used for emergency communications until such time as the proposed micro-wave system becomes operative. This equipment was used in connection with a practice communication test for all critical agencies on February 7, 1952 and operated satisfactorily.

LAF:ulr  
 cc: Mr. Ladd  
 Nichols  
 Belmont  
 Clegg  
 Glavin

Mr. Harbo  
 Rosen  
 Tracy  
 Mason

RECORDED - 6 66-17351-116

66 APR 30 1952

Tolson  
 Ladd  
 Clegg  
 Glavin  
 Nichols  
 Rosen  
 Tracy  
 Harbo  
 Belmont  
 Mohr  
 Tele. Room  
 Nease  
 Gandy

*Handwritten signatures and initials:*  
 Jackson  
 Parsons  
 a/b Bate  
 m/AT

66-17351-116  
UNRECORDED COPY FILED IN

2. First Aid

First aid training classes which include persons listed for evacuation are continuing.

3. Air Raid Drills

A practice evacuation has not been held for employees in the Justice Building. The building superintendent has again advised that the Department has not yet completed plans for air raid drills, and a building-wide practice evacuation will be held when these plans are completed. The Administrative Division is handling this matter.

Recd  
March 27, 1952  
JFS



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON ✓

DATE: 3/14/52

FROM: MR. CLEGG ✓

SUBJECT: WAR PLANS - EVACUATION

Emergency Headquarters for S.C.

Reference is made to my memorandum of March 17, 1952 indicating the status of the items being considered in connection with the proposed evacuation from Washington, D. C., and also items concerning evacuation of personnel to shelter areas at the Seat of Government.

All items in connection with this program have either been completed or are current and continuing with the exception of the following:

1. Communications:

The necessary cable, wire, and connectors to install the 60 telephone instruments stored at the evacuation point are presently on order. Four of these items have been ordered from the Graybar Electric Company, Richmond, Virginia, and attempts are now being made to secure a priority on this order. When available, this equipment will be brought to the evacuation point.

As a stop-gap measure, a small supply of this equipment has been obtained from the Laboratory and is now on hand at the evacuation point ready for any emergency. The Records and Communications Division is handling this matter.

Plans to obtain space at the evacuation point for the security agencies' radio link have progressed to the point where the lease is ready for consideration for the micro-wave length system for communicating with temporary locations of the White House and critical agencies. Bureau representatives are continuing to work with the National Security Resources Board committee concerning the micro-wave system in an effort to select and obtain the equipment to be used in this project. The Laboratory is handling this matter.

On November 30, 1951, the Bureau received from the Military, through arrangements with the Federal Civil Defense Agency, a truck and trailer containing a complete 450 watt CW radio station to be used for emergency communications until such time as the proposed micro-wave system becomes effective.

M GJF:ulr

cc: Mr. Ladd  
Mr. Nichols  
Belmont  
Clegg  
Glavin

RECORDED - 97

Mr. Harbo  
Rosen  
Tracy  
Mason

66-17387-117  
12 APR 29 1952

RECORDED COPY FILED IN

*This equipment is stored at the Clinton Radio Station, and is now being tested on a weekly basis. It will provide a radio and telegraphic system of communications pending the completion of the micro-wave length system.*

*2. First Aid:*

*First aid training classes have been expanded to include an evening session being held at the Identification Division. There are two additional classes being held daily, one at the Identification Division and one at the Old Post Office Building. These classes include persons listed for evacuation, and are continuing.*

*3. Air Raid Drills:*

*A practice air raid drill was held in the Justice Building on March 27, 1952.*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: April 26, 1952

FROM : L. B. Nichols ✓

SUBJECT: BUREAU WAR PLANSEmergency re-location center for 1952

Reference is made to my memorandum of April 15, 1952, requesting Liaison Section to make inquiry at the National Production Authority with a view to obtaining a priority for the order placed by the Central Telephone Company of West Virginia with the Graybar Electric Company, Richmond, Virginia, for certain equipment desired by the Laboratory for use in installing 60 telephone instruments at Shepherd College, in the event that emergency re-location center should be activated.

Since more specific information was desired by the National Production Authority regarding the purchase order placed by the Central Telephone Company of West Virginia, SAC Johnson of the Richmond Office was requested to check with the Graybar Electric Company and he has advised Mr. McGuire of my office telephonically that he ascertained from the Graybar Electric Company that all of the items ordered by the Central Telephone Company had either been shipped, or would be shipped, within the next three weeks. At the present time the only items which have not been sent to the Central Telephone Company of West Virginia are 1,000 feet of brown four conductor Western Electric type JKT station wire, and 5 Type 30D connecting blocks. The Graybar Electric Company stated they will have no difficulty obtaining this material but are temporarily out of stock and have contacted their suppliers who advised the material would be in their hands in the next two or three weeks.

Accordingly, no further action is desired in so far as the National Production Authority is concerned, and we will follow with the Central Telephone Company of West Virginia regarding the proper storage at the college of this equipment when it is received.

cc: Mr. Belmont  
Mr. Clegg  
Mr. Glavin

JJM:CMC

RECORDED-113

EX-113

166-17381-118  
MAY 3 1952  
26

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

771  
61 MAY 9 1952

3  
40m

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RE*

FROM : I. W. Conrad *WJL*

SUBJECT: *REPORT*  
WAR PLANS  
SECURITY AGENCIES'  
MICROWAVE SYSTEM

DATE: March 14, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

PURPOSE:

*Emergency Headquarters*  
*FOR SDC*

The purpose of this memorandum is to advise you concerning the contact with [redacted]

[redacted] and Mr. Llewellyn Potts at Shepherdstown, West Virginia, on 3-10-52 concerning (A) obtaining permission to run interim CW radio tests from a location on their property and (B) arrangements for establishment of a leased site on their land on which the Bureau would place its Microwave building and tower. This memorandum further advises concerning the generally favorable reception of the Bureau's proposals and recommends the next steps to be taken by the Radio Section and the Chief Clerk's office.

b6  
b7C

REFERENCE:

Background information can be obtained from my memorandum dated 2-29-52 to you which outlines the approach taken on the initial contact with Mr. Llewellyn Potts who resides on the estate at Shepherdstown, West Virginia.

DETAILS:

In accordance with the approval from your office and Mr. Tolson's office, Mr. Millen and Mr. Conrad on 3-10-52 proceeded to Shepherdstown, West Virginia, after making a telephonic contact to ascertain that the principals were present at the estate, and contacted the three individuals who legally hold the estate in question. These individuals are [redacted] and Mr. Llewellyn Potts. In addition, [redacted] was present, acting in the capacity of adviser for the family. It will be noted that the three principals who own the estate are well along in years and it would appear from the discussion that [redacted] and [redacted] who reside in [redacted] dominate the family affairs even though they do not actually live at the estate. Various points were brought up which clearly indicated that every item would have to be cleared by [redacted] who assumed a supervisory attitude over the other individuals involved.

b6  
b7C

RECORDED - 73166-17351-119

As pointed out in the memo of 2-29-52 the approach which was used to good advantage on Mr. Llewellyn Potts was repeated in the presence of the above individuals named. It appeared after a

REL:vrh  
cc- Administrative Division

EX-32

*RE*  
*ELVIN*

*Tracy*  
*JHF*

Memorandum to Mr. Harbo

March 14, 1952

preliminary discussion that Mr. Potts, in agreement with his earlier attitude at the initial contact, was entirely favorable towards both of the Bureau's proposals. On the other hand it was quite evident that [redacted] and her sister, [redacted] had already made up their minds that unfavorable consideration would be given to any proposals which had to do with placing anything on their land. It was drawn out in the conversation that these objections were basically as follows: (1) that the addition of a small building with a small antenna tower would detract from the sale value of the estate, (it was pointed out that under the terms of the will the estate could not be divided between the three and sold until the death of a maiden aunt who presently resides at the large estate house. It was further pointed out that she was past 90 years of age but that the family had a history of longevity.) (2) The possibility arose that the estate would be broken up into residential lots which would preclude having any one of the lots encumbered by a radio station site. (3) The possibility was set forth that the road which crosses the Rumsey Bridge across the Potomac might be extended and straightened to proceed across the portion of the estate which was being considered as a tentative possible site location. (4) The possibility of vandalism was strongly brought out in an attempt to discourage any proposed buildings on their property inasmuch as it was pointed out various hunters trespass on the property, molesting the cattle, breaking windows and cutting fences.

b6  
b7C

With these objections in mind the 2 ladies were presenting a united front against the favorable attitude of Mr. Llewellyn Potts. One by one the objections were eliminated by various means, the turning point being furnished by [redacted] who interjected that it would appear if the lease was written in such a manner as to provide removal of the equipment and restoration of the site to its former condition upon 90 day notification, that no reasonable objection could be made by the holders of the estate. It previously had been stated that any installation which might be made by the Bureau would be removed upon reasonable notice and the property restored to its original condition. Further discussion merely strengthened the Bureau's proposals and upon the conclusion of the interview the owners of the estate orally stated that they saw no reason why a suitable arrangement could not be worked out between the property owners and the Bureau.

b6  
b7C

With regard to the individual phases of the Bureau's program of a Microwave system at Shepherdstown, it is pointed out that the CW radio tests can be operated from a small brick 2 room house located on the estate as soon as the house can be cleared of lawn furniture

Memorandum to Mr. Harbo

March 14, 1952

and other materials which are presently being stored in the space. [ ] insisted upon supervising all of the removal of this furniture, etc., personally rather than letting Mr. Potts attend to this phase of the operation. Accordingly, it will be necessary to await word from the [ ] family as to when the small brick house will be ready for our equipment. [ ] has the Bureau's proper address. b6 b7C

With regard to the leased Microwave site there are 2 conditions which must be met. The first concerns the furnishing of a small rough sketch of the proposed building which will house the Microwave equipment and support the Microwave tower. Based upon information known to the Radio and Electrical Section regarding standardized building furnished by Motorola, Inc., and other manufacturing concerns who are presently in the process of supplying "packaged" Microwave stations, it will be possible for the section to provide a small sketch of the proposed building. In order that this can be presented in a favorable fashion, it is believed that the rough sketch prepared by the Radio unit should be furnished to the Cartographic Section for the purpose of preparing a more presentable final form sketch. The other remaining item has to do with a final lease for the land proper on which the Microwave station will be located. [ ] recommended that a representative of the Bureau familiar with the leasing operation present a proposed lease to him for the purpose of examination and possible execution. In this connection, the family requested some indication as to the average monthly sum which the Bureau might pay in other similar locations and they were advised that the rental, of course, fluctuated depending upon the local situation and the amount of land involved; however, it ranged from approximately \$25 to approximately \$100 per month, the principal purpose of the lower amount being to make the lease legally binding. It was tentatively agreed that a minimum figure of \$25 per month would be acceptable to the owners of the estate. Accordingly, it is believed that if the lease is drawn with this figure in mind, that portion of it will be acceptable to the family. b6 b7C

RECOMMENDATION:

Accordingly, it is recommended that: (1) Radio and Electrical Section immediately proceed with rough sketches of the building and Microwave tower which might be anticipated to be constructed on the leased site turning such rough sketches over to the Cartographic Section for completion into a final form. On completion of this sketch it can be attached to the proposed lease and taken to

Memorandum to Mr. Harbo

March 14, 1952

Shepherdstown by the Bureau personnel familiar with leasing arrangements.

(2) That the Chief Clerk's office draw up a proper lease to cover this type of situation including the following basic factors: (a) the removal and restoration of the property within 90 days after being notified by the owners, (b) payment of \$25 per month rental for the site, (c) payment through separate metering facility of power consumed at the site, (d) the actual land required by the Bureau should measure 45' x 45' in size in order to accommodate a building approximately 11' x 12'.

(3) Upon completion of the above mentioned draft of a suitable lease, it is recommended that Mr. Glavin or a designated qualified employee of the Administrative Division present the lease to the Potts family in order that any legal technicalities relative to government leasing of private land can be answered to the satisfaction of both the government and the owners of the estate.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: March 19, 1952

FROM : R. T. Harbo

SUBJECT:

WAR PLANS

SECURITY AGENCIES' MICROWAVE SYSTEM

Emergency Headquarters for SOE

You will recall that under White House planning provision has been made for an emergency radio communications system to link up the emergency headquarters of the White House and security agencies in the event it is necessary to evacuate Washington. The Director has approved participation in this plan and the actual ordering of microwave equipment is held in abeyance until the White House Communications Officer has decided upon the type of microwave equipment to be utilized so that all agencies can obtain the same type equipment.

In the meantime weekly tests are made of this emergency radio network utilizing low frequency radio telegraph equipment which is available. So far we have conducted these tests from our Clinton-Waldorf station but as soon as arrangements can be made, the plan is to install equipment at Shepherdstown near the college for use until the microwave equipment is received and installed.

Pursuant to your approval Mr. Conrad and Mr. Millen of the Laboratory contacted Mr. Llewellyn Potts and his two sisters who own the Potts estate which is adjacent to the college grounds. They agreed to permit us to use an existing building on their property to house the radio telegraph equipment which we propose to employ for weekly tests until the microwave equipment is obtained and installed. This will be without cost to the Bureau. The equipment will be unattended at this house and it will only be necessary for a radio operator to proceed to Shepherdstown for the weekly test.

With reference to a site for the erection of the microwave tower and a small building, approximately 11 by 12 feet, to house the radio equipment to be purchased, Mr. Potts and his sister have tentatively agreed to lease the needed plot of land at a charge of \$25.00 per month. The cost of the building to be constructed would probably be some less than \$1,000.00. The lease would provide for cancellation upon ninety days notice with a requirement that the Bureau restore the property to its original condition.

The site is highly desirable since it would be necessary to run any electric power cable only about 300 feet from it to the building on the college grounds where it is proposed we would have our radio receiving station in the event we evacuate Washington. Any other available site would involve running a power cable for almost a mile which is undesirable and would be more expensive.

cc - Mr. Nichols

Mr. Glavin

Mr. Clegg

RECORDED - 73

EX-32

64 MAY 14 1952

RTH:VH



Memorandum for Mr. Tolson

The members of the Potts family requested that a representative of the Bureau familiar with the handling of Government leases present a proposed lease to them for examination and possible execution. Also they requested a sketch to illustrate the appearance of the building and microwave tower.

RECOMMENDATION

That the Chief Clerk's Office draw up a proposed lease covering the following items:

- (a) Removal of building and the equipment and restoration of the property to its original condition within ninety days after being so notified by the owners.
- (b) Payments of \$25.00 per month rental for the site.
- (c) Payment through separate metering facility of power consumed at the site.
- (d) The actual land required by the Bureau should measure 45 by 45 feet in order to accommodate the microwave tower and a small building approximately 11 by 12 feet.

The Laboratory will handle the preparation of the sketch of the building and tower requested by Mr. Potts. If the foregoing is approved it is proposed that a representative of the Administrative Division and a representative of the Laboratory present the proposed lease upon completion to the Potts family at Shepherdstown for execution.

DATE: April 9, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

~~SECURITY AGENCIES' MICROWAVE SYSTEM~~

From the above, it is clear that the following are the factors for the success of the project:

Re memo dated 3-19-52 of Assistant Director R. T. Harbo

Attached is a proposed form of an agreement concerning the contemplated radio station at the Potts Estate, Shepherdstown, West Virginia.

Attachment

CLR:US

RECORDED - 73

INDEXED - 73

EX-32

166-17381-121

13 MAY 6 1952

65 MAY 14 1957

Federal Bureau of Investigation  
U. S. Department of Justice  
9th and Pennsylvania Avenue, N. W.  
Washington, D. C.

Gentlemen:

We hereby grant you permission, subject however to the conditions, agreements and limitations hereinafter stated, to erect, install, maintain, service, and operate at your own cost, expense, and risk and without cost, expense or damage to us or our property whatever, a radio tower and a small building of the approximate size of 11 x 12 feet, on our property known as the Potts Estate at Shepherdstown, West Virginia.

1. This agreement shall be in force from month to month from and after the date of acceptance hereof. This agreement may be terminated by either party by written notice delivered by such party to the other party at least 90 days prior to the effective date of such termination. All notices pursuant to the provisions of this instrument shall be deemed to be duly given if delivered to the Potts Estate, Shepherdstown, West Virginia, or the Federal Bureau of Investigation, U. S. Department of Justice, Washington, D. C., as the case may be.

2. The building and radio tower shall be erected by the Federal Bureau of Investigation on a plot of land approximately 65 feet square situated on the Potts Estate adjacent to Shepherd College, Shepherdstown, West Virginia.

3. Until such building and radio tower are installed and in operation, we agree that the Federal Bureau of Investigation may have use of the small brick two-bedroom house located on our property to house radio equipment.

LABORATORY DIVISION

4. Notwithstanding any other provision in this letter, we have the right at any time for any reason whatsoever to terminate or revoke said permission granted to you herein under. In the event that said permission shall at any time be terminated or revoked by us, you shall thereupon within 90 days at your own expense and risk and without cost, expense, damage or injury to us or our property, remove said building and radio tower erected on our property along with equipment installed by you and restore the property where they had been located to its original condition.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

REC:cmw

7140

RECEIVED - LABORATORY DIVISION

66-17381-1211

RV

*[Signature]*

5. In consideration for providing the plot of ground on our property and permitting the erection of the proposed building and radio tower, the Federal Bureau of Investigation agrees to pay to the Potts Estate the sum of \$25.00 per month during the period that this agreement is in force.

6. The Federal Bureau of Investigation agrees to obtain a separate metering facility for the electric power consumed at the site.

7. We agree that personnel of the Federal Bureau of Investigation is to have access to the proposed building and radio tower.

Please indicate your acceptance of all the terms and conditions of this letter by signing a copy of this letter at the appropriate space at the bottom and returning it to us. This letter shall not be effective until the receipt by us of such copy of letter containing your written acceptance.

Yours very truly,

Mr. Llewellyn Potts

[Redacted]

b6  
b7C

[Redacted]

ACCEPTED: April 2, 1952  
Federal Bureau of Investigation  
U. S. Department of Justice

By \_\_\_\_\_

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RT*  
 FROM : I. W. Conrad *IWC*  
 SUBJECT: WAR PLANS;  
 SECURITY AGENCIES MICROWAVE SYSTEM

DATE: April 29, 1952

Tolson *[initials]*  
 Ladd *[initials]*  
 Clegg *[initials]*  
 Glavin *[initials]*  
 Nichols  
 Rosen  
 Tracy  
 Harbo  
 Belmont  
 Mohr  
 Tele. Room  
 Nease  
 Gandy

Reference is made to your memorandum to Mr. Tolson dated March 19, 1952, recommending that the Chief Clerk's office prepare a lease for a small plot of ground on the Potts estate in Shepherdstown.

Reference is also made to Mr. Glavin's memorandum for Mr. Tolson dated April 9, 1952, attaching a proposed lease for the purpose indicated.

On the afternoon of April 24, 1952, Mr. Gunsser and I proceeded to Shepherdstown and turned over to Mr. Llewellyn Potts the original lease, together with photographic copies of a sketch showing the rough outline of the facilities contemplated on the leased site. Mr. Potts looked over the lease and advised that so far as he was concerned the lease was completely satisfactory; however, since neither of his sisters was available, a final decision as to the signing of the lease will have to wait until the lease has been reviewed by the two sisters, [redacted] and [redacted].

b6  
b7C

Inasmuch as Mr. Potts orally indicated that he expected both of his sisters to return to Shepherdstown within approximately 10 days, Mr. Potts was requested to discuss the lease with his sisters upon their arrival and thereafter to advise the Bureau when further conference could be held, if necessary, and execution of the lease completed. He advised that he would do this.

There is attached hereto for record purposes a copy of the sketch furnished to Mr. Potts.

ACTION:

The above matter will be followed in order that the necessary arrangements may be completed as expeditiously as possible.

Attachment *RT*

IWC:vrh *vrh*

cc - Mr. Gunsser, Room 5517, with copy of memo 3-19-52, Mr. Harbo to Mr. Tolson

RECORDED - 73 66-17381-122

61 MAY 9 1952

7-124

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols *(initials)*  
 FROM : *Law* L. E. Wherry, Jr.  
 SUBJECT: *Bureau* WAR PLANS - EVACUATION  
 COMMUNICATIONS SECTION

DATE: 4-30-52

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*(M)*  
EMERGENCY HEADQUARTERS FOR SOG

Reference is made to my memorandum of November 27, 1951, in which I requested that the Chief Clerk's Office obtain two wind-up Marine-type wall clocks with a 24-hour face such as is used in radio stations. These clocks were requested as it is felt that they are needed to be set aside for use at the Emergency Headquarters Site where they would be needed in an emergency by the Code Clerks and Radio Operators.

The Department recently advised under communication dated March 24, 1952, that they were unable to identify this item and that our request was cancelled.

I have ascertained through personal correspondence with Radio Communications Officer [redacted] of the Boston Office that eight-day wind-up GMT clocks can be purchased at one of the Marine supply houses in Boston for a cost of approximately \$45.00 (forty-five dollars) each.

b6  
 b7C

It is requested, therefore, that the Chief Clerk's Office make arrangements with the Boston Office to have [redacted] purchase two of these clocks.

*Reg Boston to purchase*  
 LEW:mas

RECORDED - 36

5-5-52

5-5-52

*lb*

166-17381-123

13 MAY 7 1952

61 MAY 9 1952

*3-very*  
*any*

THE DIRECTOR

April 15, 1952

THE EXECUTIVES CONFERENCE

The Executives Conference of April 14, 1952, consisting of Messrs. Tolson, Tracy, Harbo, Clegg, Gearty, Winterrowd, Ladd, Belmont, and Glavin, was advised that Mr. C.H. Bartlett of the Liaison Section of the Domestic Intelligence Division, had received a copy of a secret security information communication dated April 10, 1952, from A Russell Ash, Chairman of the AD HOC Committee on Alert Planning. The Communication in question is attached hereto.

It will be noted that the communication, which is addressed to each member of the AD HOC Committee on Alert Planning, advises that the Office of the Chief Signal Officer of the Department of the Army, is preparing a consolidated Signal Operation Instruction covering all facilities involved in insuring continuance of present communications and establishing other necessary channels in the event of a disaster in the Washington area. Further, that in order that this Signal Operation Instruction will be complete, it is proposed to include the Alternate Headquarters of the National Security Agencies, together with their locations and the communication facilities serving each one.

The communication points out that this Signal Operation Instruction will include data of such nature that it will not be classified higher than "Secret - Security Information." The proposed inclusion of data concerning the Security Agencies would be limited to name of agencies and place name locations of their alternate emergency headquarters, if such information is classified by the agencies no higher than "Secret - Security Information." Mr. Ash, in his communication, states he would appreciate early advice from the Bureau as to the security classification currently applied to our agency, on a "need-to-know" basis, to the geographical location of our emergency headquarters site.

WRG:cmw  
CC: Mr. Mohr  
Mr. Clegg

1 ENCL

100-17341-  
NOT RECORDED  
71 MAY 5 1952

ORIGINAL FILE IN

Executives Conference Memorandum (Continued)

The Conference feels that Mr. Ash should be advised that the Bureau's emergency headquarters site is considered "Secret - Security Information" and since it is desired that such information be furnished by the National Security Agencies for inclusion in the Signal Operation Instruction on a "need-to-know" basis, the Bureau would have no objection to its alternate headquarters being included in the Instruction in question.

Should the Director agree, Mr. Bartlett will be instructed to so advise Mr. Ash.

Respectfully,  
For the Conference

Clyde Tolson

DIRECTOR'S NOTATION "O.K." H.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: April 15, 1952

FROM : L. B. Nichols

SUBJECT: BUREAU WAR PLANS

FOR SIG

In connection with the emergency relocation center at Shepherdstown, West Virginia, certain necessary cable, wire and connectors necessary to install 60 telephone instruments now stored at the college have been ordered through the Central Telephone Company of West Virginia.

Colonel Bliss of the Chesapeake and Potomac Telephone Company at Washington has advised Mr. McGuire that the Central Telephone Company had placed an order with the Graybar Electric Company, Richmond, Virginia, Order No. 22-09-1004, for the following listed items:

5 Western Electric type GB26 cable terminal boxes complete with fanning strips and type 30D connecting blocks.

750 feet of outside plastic 26-pair telephone cable.

4,000 feet of brown two conductor type JKT Western Electric station wire.

1,000 feet of brown four conductor Western Electric type JKT station wire.

The Central Telephone Company has advised Colonel Bliss that Graybar Electric Company cannot expedite the order unless it receives a Government priority.

It is recommended that Liaison check with the National Production Authority to see if a priority for these four items cannot be issued to the Graybar Electric Company under purchase order of the Central Telephone Company of West Virginia, No. 22-09-1004.

Colonel Bliss indicated the monthly storage charge for these items of equipment, when obtained, will be approximately \$3.95 a month.

On receipt of advice from the Liaison Section as to the possibility of granting a priority to Graybar Electric Company we will pass on the results of this contact to Colonel Bliss in order that these items may be obtained and appropriately stored at Shepherdstown when obtained.

cc: Mr. Belmont

JJM:CMC  
61 MAY 22 1952

RECORDED

EX-18 MAY 3 1952

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Rm.  
Nease  
Gandy

THOMAS  
CRIM. RE.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

DATE: May 8, 1952

FROM : The Executives Conference

SUBJECT: SECURITY AGENCIES MICROWAVE SYSTEM  
WAR PLANS

In October, 1951, the Director approved purchase of microwave radio equipment to cost approximately \$50,000 to enable the Bureau to participate in a communication system to connect the relocation points of the critical agencies with the White House. On May 8, the Conference, composed of Messrs. Ladd, Glavin, Mohr, Clegg, Rosen, Gearty, Laughlin, McGuire, Tracy and Harbo, was advised that CIA, after a technical survey, has proposed that the entire network be engineered with microwave equipment to operate in the 7000 megacycle band. Motorola is the only firm in a position to furnish this equipment and it is planned to purchase the equipment on a negotiated contract basis, rather than through competitive bids. CIA has suggested that they procure equipment from Motorola for all the agencies involved in the communications network and that CIA be reimbursed by the various agencies through transfer of funds.

The proposal has the advantages of uniform engineering of the various parts of the network, probably better purchase price because of one large purchase, and greater security since fewer people will be made aware of the activities in this field.

The Conference unanimously recommends approval of the plan whereby CIA will purchase the microwave equipment to be used by the FBI (and all other agencies in the network) with the FBI to reimburse CIA through transfer of funds. If the Director approves, CIA will be so notified and, in addition, will be notified that the FBI will not be in a position to make any such transfer of funds until after July 1, 1952.

Respectfully,  
For the Conference

Clyde Tolson

I don't agree. We should handle our own purchases

CC - Mr. Clegg  
Mr. Mohr

RECORDED - 96  
INDEXED - 96

166-17381-125  
13 MAY 14 1952

RTH:kmb

64 JUL 30 1952

MR. FILES

## Office Memorandum • UNITED STATES GOVERNMENT

Per OGA Letter Dated June 20, 2011

TO : Mr. Harbo *PH*

DATE: May 6, 1952

FROM : Mr. Conrad *JC*SUBJECT: CRITICAL AGENCIES MICROWAVE SYSTEM  
WAR PLANS

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*COPIED TO WAR PLANS - 100-107-100000*  
*100-107-100000*  
 As you know, plans for installation of the microwave network linking the emergency headquarters of the various critical agencies have been held in abeyance, pending the completion of a survey by the firm of Jansky and Bailey to determine the frequency band and type of equipment to be used. This was done to insure that each individual agency's installation would be compatible with the rest of the network.

I have been informed by [redacted] of CIA that the survey has been completed and that FM microwave equipment in the 7000 mc. band will best serve the purpose. Since Motorola is the only firm in a position to furnish this equipment it is contemplated that the equipment will be obtained on a negotiated contract rather than through competitive bids. It is believed that the equipment choice is a good one, particularly in view of the fact that the FM microwave equipment is much easier to maintain than the more complicated Pulse Modulated systems. b3

[redacted] suggested that CIA take steps to procure the equipment from Motorola for all the agencies and that they be reimbursed by the various agencies through transfer of funds. Mr. [redacted] indicated further that it would take a couple of weeks to get all the details worked out concerning the necessary equipment for each individual terminal. I believe the obtaining of the equipment for all agencies by CIA is a good idea and I informed [redacted] that it would be all right to go ahead with the planning on that basis but that I could not make an official commitment of funds for the Bureau. b3

The question as to [redacted]

[redacted] this matter closely.

I will follow

AJB:np

RECORDED - 96

166-17381-126

MAY 14 1952

EX-18 13

Continued next page

Page 1

MAY 17 1952

RTH

7-RH Cyle

RECOMMENDATION:

It is recommended that CIA's offer to procure the equipment from Motorola be accepted and that [ ] be authorized to proceed on the basis of reimbursement by a transfer of funds from the FBI. Preliminary estimated cost figures from Motorola indicate that the cost will be within my original cost estimate of \$50,000. b3

*I agree*  
*[Signature]*

ADDENDUM May 7, 1952:

The Director has previously approved Executives Conference memorandum dated October 15, 1951, authorizing participation in this microwave network and the purchase of equipment costing approximately \$50,000. RTH:VH

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓  
 FROM : Mr. Clegg *arg*  
 SUBJECT: WAR PLANS - EVACUATION

DATE: 5/15/52

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Line 9 of H. G. 100 - FOR 508*  
 Reference is made to my memorandum of April 14, 1952, indicating the status of the items being considered in connection with the proposed evacuation from Washington, D. C., and also items concerning evacuation of personnel to shelter areas at the Seat of Government.

*next report due 6-15-52*  
 All items in connection with this program have either been completed or are current and continuing with the exception of the following:

1. Communications

The necessary cable, wire, and connectors to install the 60 telephone instruments stored at the evacuation point have been ordered. The Graybar Electric Company, Richmond, Virginia, has advised that all of the equipment ordered has been shipped with the exception of two articles which are temporarily out of stock and which will be supplied within two weeks. In connection with this equipment, the question of priority has been resolved.

A discussion has been held as to the equipment necessary for the proposed security agencies' radio link. We are at the present time preparing specifications for complementary-type equipment to be used in the micro-wave system for communicating with temporary locations of the White House and critical agencies. Final action on the plans to obtain space at the evacuation point for the security agencies' radio link has been delayed due to the illness of one of the owners. The approval and signing of the lease for the necessary quarters are all that remains to be done in connection with this part of the program. The Laboratory is handling this matter..

2. First Aid

First Aid training classes are continuing. This program consists of two day classes and one evening class. The course lasts for a period of three weeks and at its conclusion

GJF:arg

cc: Mr. Ladd

Nichols

Belmont

Clegg

Mr. Glavin

Harbo

Rosen

Tracy

Mason

RECORDED - 129

66-17381-127  
MAY 20 1952

UNRECORDED COPY FILED IN 66-17381-127

a new group of classes begins immediately. These classes include Agent and clerical personnel and persons listed for evacuation.

### 3. Air Raid Drills

As a result of the practice air raid drill held in the Justice Building on March 27, 1952, a conference was held with Mr. Donaldson, Chief Building Warden for the Justice Building. In view of the fact that the previous drill had demonstrated that the basement area was too congested, the Department has designated to us shelter areas on the 5th floor through the 1st floor in corridors running parallel with Pennsylvania Avenue. Employees on the 7th and 6th floors working within the general area of Pennsylvania Avenue will proceed down to the shelter areas on the 3d and 2d floors. The Great Hall located on the 2d floor will be for the exclusive use of FBI employees working on the 6th and 7th floors in the general area of Constitution Avenue. Mr. Donaldson advised that inasmuch as a major change had been made in the shelter areas, the time of the next proposed test drill will be made known to the employees but that subsequent drills will be on a "surprise" basis.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

DATE: April 23, 1952

FROM : V. P. KEAY

SUBJECT: BUREAU WAR PLANSPURPOSE:

To recommend that a representative of the Domestic Intelligence Division discuss with [redacted] certain problems in connection with his participation in the Bureau's Emergency and Evacuation Programs.

b6  
b7C  
b7DDETAILS:

[redacted] occupies office space in Room 7651 which immediately adjoins the space occupied by the Correlation-Liaison Unit. He is assigned a Bureau secretary by the Correlation-Liaison Unit. He maintains his files, supplies, etc. in cabinets which are stored within the mentioned space.

He has been advised of the Bureau's Air Raid Program and has participated in one air raid drill. However, the following questions arise in connection with his participation in the Bureau's Emergency and Evacuation Programs:

1. Should [redacted] be evacuated to alternate headquarters with other personnel of the Bureau?

It is believed advisable that [redacted] be evacuated, in the event of an emergency, along with the other personnel of the Bureau designated for evacuation, as it would be necessary to contact him in matters relating to [redacted] and he, likewise, would be in a position to maintain his close contact with the Bureau in matters of mutual interest.

b6  
b7C  
b7D

2. In the event of his evacuation, would he require certain records, files and supplies to be removed or destroyed?

[redacted] unquestionably would have certain records, files and supplies that he would desire to be removed or destroyed in the event that he was to be

RECORDED - 51

EX. - 102

MAY 21 1952

61 JUN

WB:lae

lac

JUN 6 1952

3/13/52

Gale

lae

66-17381-128

FIVE

evacuated. It is recommended that [ ] be advised of the Bureau's procedure in labeling cabinets and files for evacuation and ascertain if he desires to utilize the same procedure. It is also suggested that he be informed of the Bureau's procedures for destruction of files not to be evacuated in order that he may utilize these facilities if he desires.

3. Should arrangements be made with Civil Defense Authorities to issue [ ] a pass to travel in the event of an emergency?

b6  
b7C  
b7D

It would be to the Bureau's advantage to have [ ] readily available at Bureau headquarters during an emergency in order to receive information from [ ] and to obtain his cooperation in other matters. Therefore, it is recommended that a Bureau Liaison Representative discuss with the Civil Defense Authorities the issuance of a pass for [ ]

RECOMMENDATION:

If the above enumerated items are approved, [ ] should be contacted and his views in connection with the above-mentioned items be received. If he desires to be evacuated with other Bureau personnel to alternate headquarters, proper arrangements will be made to place him on the Domestic Intelligence Division evacuation list and he will be apprised, on an abstract basis, of the Bureau's Emergency and Evacuation Programs. Civil Defense Authorities should also be contacted by a Bureau Liaison Representative to arrange for the issuance of a pass for [ ]

b6  
b7C  
b7D

OK  
✓  
H-24  
OK  
H.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

DATE: May 15, 1952

FROM : V. P. KEAY

SUBJECT: BUREAU WAR PLANS

Reference is made to my memorandum to you dated April 23, 1952, wherein certain recommendations were made concerning [redacted] in connection with his participation in the Bureau's Emergency and Evacuation Programs. These recommendations which pertained to evacuation, removal and destroying of his records, files and supplies, as well as arrangements for securing a pass to travel in an emergency, were approved.

[redacted] has been contacted and apprised, on an abstract basis, of the Bureau's Emergency and Evacuation Programs. He indicated that he desired to be evacuated along with other personnel of the Bureau in the event of an emergency. In view of his statement in this regard, arrangements have been made to place / his name on the Domestic Intelligence Division list for evacuation and on the list providing for care of families of evacuated personnel. /

[redacted] was furnished information concerning the Bureau's procedure in labeling cabinets and files for evacuation and he indicated his desire to utilize the same procedure. Accordingly, he was furnished with a sufficient number of red scalloped tabs for marking file cabinets and large red tabs for designating specific files for evacuation. He has indicated that approximately three file cabinets have been labeled which contain about 50 files of secret and top secret designation, supplies which, of course, are peculiar for his own use and would not be available with regular Bureau supplies, and his index cards which he desired to be removed. He was informed also of the Bureau's procedures for destruction of files not to be evacuated and he indicated a desire to utilize these facilities.

A Liaison representative has contacted the Civil Defense Authorities to arrange for the issuance of a pass to [redacted] to travel in the event of an emergency. Civil Defense Authorities have indicated that it will be necessary for them to present the matter to the National Security Resources Board for approval. It is anticipated that Civil Defense Authorities will be in a position to furnish a pass for [redacted] in the very near future.

JWB:lae

RECORDED - 51

EX. - 102

MAY 21 1952

65 MAY 23 1952

~~TOP SECRET~~ (When Completed)

DIRECTORY OF AGENCIES FOR EMERGENCY RELOCATION

DATE AS OF: Jan. 1, 1952

AGENCY CHIEF (Name and Title)

J. Edgar Hoover - Director, FBI

DESIGNATED EMERGENCY SITE (Name, Address and Phone)

Shepherd College  
Shepherdstown, West Virginia

Telephone: Shepherdstown, West Virginia, 2241  
3711

SECONDARY EMERGENCY SITES (And basis of usage)

Arrangements make it possible to operate out of re-  
location sites established by the Richmond and Baltimore  
Field Divisions, if relocation site at Shepherdstown  
becomes untenable.

READINESS OF AGENCY AND SITE FOR OPERATIONS

- a. As of now Marginal.
- b. Final target date Ready now.
- c. Hours to become operational 3 hours travel time to site.
- d. Essential facilities not now at site  
Auxiliary emergency C W mobile communication equipment (ready for immediate transportation to site)
- e. Personnel (Number trained in emergency functions)
- (1) Now at site None.
- (2) At site after relocation 516 employees including 23 radio and 20 telephone-teletype operators
- f. Other  
Micro wave communication between key agencies at point of relocation site being considered.
- 100-17281-130

ENCLOSURE

~~TOP SECRET~~ (When Completed)

(OVER)

PARENT AGENCY

SUB-AGENCY

JUSTICE. DEPARTMENT OF

~~TOP SECRET~~  
SECURITY INFORMATION

FEDERAL BUREAU OF INVESTIGATION

SHEET \_\_\_\_ OF \_\_\_\_

SUCCESSOR DESIGNATES		
NAME	TITLE	CITY AND STATE
G. A. Tolson	Associate Director	Washington, D. C.
D. M. Ladd	Asst to the Director	"
L. B. Nichols	" " " "	"
Thru Asst. Dir. at SOG (6)		
E. J. Connelley	Asst Dir. charge of field service	
SAC, New York City	Special Agent in Charge	New York, New York
SAC, Los Angeles	" " " "	Los Angeles, California
SAC, Chicago	" " " "	Chicago, Illinois

ITAL RECORDS (What, Where, Who)

WHAT	WHERE	WHO
Personnel Records	FBI, 1010 Federal Office Building Omaha, Nebraska	Special Agent in Charge
Personnel fingerprints	"	"
Security Index	"	"

COMMUNICATIONS—Facilities Available (now and after relocation) (Call Signs, Frequencies, Code Words, and Cryptographic Facilities)

Telephone, teletype, & radio facilities installed but not connected.

Mobile radio equip. (walkie-talkie & auto) - Emergency generators available at all terminal points.

Code books & cipher pads of FBI design plus enciphering machine

Radio --- Present signals & frequencies would be used

22 frequencies between 2 & 24 megacycles

52 stations (each with individual call signal - 6 of the 52 with 20 call signals)

Hdqs station call signal KGE with any 2 numbers from 20 -- 99

PRINCIPAL EXTERNAL AGENCIES, BOARDS, COMMITTEES, ETC. (Directly essential to permit performance of emergency functions for first 90 days of operations)

Continuous Liaison with White House, State, Army, Navy, Air Force, AEC, & CIA

FBI MEMBERSHIP IN: Intelligence Advisory Committee, U.S. Communications Intelligence Board, U. S. Evaluation Board of the National Security Council, Interdepartment Radio Advisory Committee, White House Committee on Emergency operation of Government.

~~TOP SECRET~~ (When Completed)

DIRECTORY OF KEY PERSONNEL FOR EMERGENCY RELOCATION

DATE AS OF: Jan. 1, 1952

DESIGNATED EMERGENCY POST OF DUTY (Agency, Address, Phone, etc.)

Shepherd College  
Shepherdstown, West Virginia

Telephone: Shepherdstown, West Virginia, 2241, 3711

OTHER TITLES AND EXTERNAL BOARD, COMMITTEE, ETC., MEMBERSHIP  
VITAL IN EMERGENCY

Chairman, Interdepartmental Intelligence Conference  
(Composed of G-2, ONI, FBI, and OSI)

SPECIAL PRE-ALERT MEANS OF COMMUNICATION

SUCCEEDS TO, AND/OR SUCCEEDED BY (See Under "Agency")

Succeeded by:

C. A. Tolson, Associate Director  
D. M. Ladd, Asst. to the Director  
L. B. Nichols, Asst. to the Director  
Thru Asst. Dir. at SOG (6)  
E. J. Connelley, Asst. Dir. charge of field service  
SAC, New York, Special Agent in Charge  
SAC, Los Angeles, Special Agent in Charge  
SAC, Chicago, Special Agent in Charge

HOW TRAVEL TO SITE?

Automobile.

WHEN?

Stay through red alert.

HOW NOTIFIED OF ALERT?

Command Post at Pentagon, or  
by White House.

SHELTER IN WASHINGTON OFFICE?

None.

PERCENTAGE OF TIME IN WASHINGTON? 90%

IN OFFICE? 10-16 hours each  
day.

SECONDARY EMERGENCY POSTS OF DUTY (and conditions of use)  
(See Directory of Sites)

Arrangements make it possible to operate  
out of relocation sites established by the  
Richmond and Baltimore field divisions,  
if relocation center at Shepherdstown  
becomes untenable.

b7E

UNLISTED OR SECONDARY RESIDENCES (Address, Phone, etc.)

~~TOP SECRET~~ (When Completed)

NAME

HOOVER, J. EDGAR

PRINCIPAL TITLE

DIRECTOR, FBI

~~TOP SECRET~~  
SECURITY INFORMATION

SHEET \_\_\_\_ OF \_\_\_\_

ENCLOSURE

66-17381-130

Form NSRB-166  
August 1951

DECLASSIFICATION AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
DATE 4/14/2010

~~TOP SECRET~~ (When Completed)  
DIRECTORY OF EMERGENCY RELOCATION SITES  
(See Directory of Agencies)

~~TOP SECRET~~  
SECURITY INFORMATION

NSRB Control No. D-3417

DATE: **Jan. 1, 1952**

ADDRESS AND PHONE

Shepherdstown, West Virginia  
Telephone: Shepherdstown 2241  
3711

AGENCIES UTILIZING (Which See) AND PURPOSE

Federal Bureau of Investigation

PRESENT USE OR STATUS (Include any target dates)

Presently used as college.  
College activities will be discontinued and site made  
available for immediate use of FBI, when college  
management is notified telephonically.

CAPACITY (Square Feet)

a. Total 100,000  
b. Planned Usage 100,000

MAJOR FACILITIES AVAILABLE NOW

Administrative space  
Laboratory  
Living quarters  
Cafeteria  
Railroad Station  
Airport - 9 miles from site

MAJOR FACILITIES AVAILABLE AFTER RELOCATION

Complete utilization of all existing College  
facilities plus telephone communication  
hook-up.

OWNERSHIP, BASIS OF OCCUPANCY, EXPENSE, ETC.

State of West Virginia:

Complete occupancy on temporary basis  
Permission by unanimous vote of State  
Board of Education

Expense borne by FBI

~~TOP SECRET~~ (When Completed)  
STATE COUNTY TOWN  
WEST VIRGINIA (JEFFERSON) SHEPHERDSTOWN

NAME OF BUILDING OR AREA

SHEPHERD COLLEGE

~~TOP SECRET~~  
SECURITY INFORMATION SHEET \_\_\_\_ OF \_\_\_\_

(OVER)

66-17381-130

20-22-2010

# DOCUMENT RECEIPT

(DUPLICATE)

DATE

May 16, 1952

Executive Office of the President  
National Security Resources Board  
Washington 25, D. C.

POSTAL REGISTRY NO.

TITLE OR OTHER IDENTIFICATION

D-3415

Ltr fm D H Stowe, White House: Encls NSRB Forms  
No. 166, D-3417; No. 167, D-3418; No. 168, D-3419

NO. OF ENCLOSURE(S)  
Four

NO. OF COPIES  
none

ADDRESSEE

Honorable J. Edgar Hoover

Director, Federal Bureau of Investigation  
Ninth & Pennsylvania Avenue, N. W.  
Washington 25, D. C.

NOTE: Duplicate (Addressee's copy) to be retained by addressee.

FORM NSRB 47A  
FEB 1951

66-17381-1300

ENCLOSURE

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS ✓  
 FROM : W. G. EAMES E  
 SUBJECT: WAR PLANS  
RECORDS SECTION

DATE: 3-11-52

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Emer, 11-11-52-11-11-52 FOR*

In connection with the removal of files and related material from the Records Section space on the sixth and seventh floors of the Justice Building, experiments have been conducted in lowering these items by means of block and tackle. Such methods must be considered in the event of any power failure which would render the elevators useless.

[ ] of the Cartographic Section of the Administrative Division has devised a block and tackle rig which will lower materials safely to lower levels. However, it has been found that the rope used which is new has a tendency to loop and curl so that the lines become entangled. Also, extremely heavy gloves would be necessary inasmuch as manila splinters from the rope penetrate the hands. The above block and tackle rig is a good one and reflects well on [ ] ability. However, it is not believed to be suitable or adaptable to our purposes inasmuch as it will not allow rapid lowering of materials.

b6  
b7C

Experiments conducted so far reflect that this lift is capable of handling twelve loads per hour. Obviously, with thirty thousand files and other equipment to be removed, this method would not be sufficiently expeditious enough for this purpose.

It is felt that consideration should be given to the securing of auxiliary power for an elevator adjacent to Records Section space. I have in mind the type of engine utilized by construction companies for their lifts which they raise their construction materials to the higher levels of buildings which are being constructed.

Such a gasoline powered engine, which could be used to generate sufficient power to operate an elevator, could be located adjacent to an elevator bank in the attic.

[ ] who has given considerable thought to the matter of lowering materials and equipment from the Records Section feels that such auxiliary power for an elevator would be satisfactory and more advantageous than block and tackle operated manually.

b6  
b7C

PFO:jg

RECORDED - 38

EX. - 80

166-12341-131  
13 MAY 28 1952

60 JUN 13 1952

2-*[Signature]*  
THREE *[Signature]*

Memo to Mr. Nichols  
Re: War Plans  
Records Section

3-11-52

(Continued from Page 1)

RECOMMENDATION:

It is recommended that the Administrative Division consider the possibility of installing an auxiliary power supply for an elevator adjacent to Records Section space to be used in the event of emergency for the lowering of evacuation files and related materials to the ground floor.

*Jagosa*  
*C.H.I.*

*WBN*  
*for*



4/9

CT -

GCG -

HTZ

HW

DML

AMB

JFm

RH

SJT

WY

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RT*

FROM : I. W. Conrad *IWC*  
BUREAU

SUBJECT: WAR PLANS  
EMERGENCY GENERATOR

DATE: April 2, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Reference is made to the attached memorandum to Mr. Nichols from Mr. Eames recommending that consideration be given to installing an auxiliary power supply for an elevator adjacent to Record Section space to be used in the event of an emergency for the lowering of evacuation files and related materials to the ground floor.

In response to a request from the Chief Clerk's Office SA A. J. Baker of this section along with [redacted] of the Chief Clerk's Office talked to [redacted] Department of Justice Building Superintendent, concerning the availability of space for such a generator as well as the generators presently on order to furnish emergency power for some of our communication facilities and emergency lighting in certain administrative offices. [redacted] pointed out space in the subbasement which can be utilized for placement of the three generators. Space is adequate and the exhaust pipe can be connected into a nearby smokestack. b6  
b7C

It was further requested that the Laboratory determine the type of generator necessary to operate the elevator in question. The elevator motor-generator requires a 208 volt, 60 cycle, 3 phase, 4 wire power source with a capacity of 97 amperes. It was determined from [redacted] an electrical engineer of the Government Services Administration, that the government building electrical code requires a safety factor of 25 per cent for elevator power systems. b6  
b7C

The power requirements plus the required 25 per cent safety factor amount to between 25 and 30 kilowatts. Since a 25 kilowatt unit is not large enough to provide the prescribed safety factor, it is suggested that a 35 kilowatt unit should be obtained since that is the next larger standard size. A 35 kw, 120/208 volt, 3 phase, 4 wire power plant would cost approximately \$4000 exclusive of any wiring or installation costs. If the purchase of such a generator is approved the Laboratory will furnish the necessary technical specifications to the Chief Clerk's Office.

RECOMMENDATION:

That this memorandum be forwarded to the Chief Clerk's office for their information.

Attachment

AJB:vrh

RECORDED - 38

166-17381-132

13 MAY 28 1952

2-5-52

THREE 0-5-52

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

FROM : THE EXECUTIVES CONFERENCE

SUBJECT: ○

DATE: April 11, 1952

BUREAU WORK PLANS

EMERGENCY HEADQUARTERS FOR SOG

The Executives Conference of April 9, 1952, consisting of Messrs. Tolson, Gearty, Clegg, Winterrowd, Ladd, Belmont, Mohr, Harbo, Tracy and Glavin, was advised in connection with the setting up of war plans for the evacuation of the Bureau from the Department of Justice Building, that a study had been made of ways and means to expeditiously move the files from the Files Section to the street floor so that those files could be sent to our emergency headquarters. It was pointed out to the Conference that originally a hand-operated block and tackle rig was devised by the Administrative Division which would lower files safely to lower levels. The Files Section felt that the utilization of a hand-operated block and tackle rig would be too slow for all practical purposes in the event we had to lower our files safely to the lower levels in case of emergency. It was suggested that consideration be given to securing auxiliary power for an elevator adjacent to the Records Section so that an elevator could be operated by an auxiliary generator or donkey engine in the event it became necessary to evacuate the building and to move certain of our files to emergency headquarters.

It was pointed out to the Conference that under Civil Defense procedures, in case of attack or bombing all elevators in the building would be cut off and there would be no electrical power available from regular sources. A check had been made to determine whether an auxiliary generator could be secured to operate one elevator on an emergency basis and it was ascertained that such a generator would cost at least \$4,000, exclusive of any wiring and installation costs. Wiring and installation costs would increase considerably the total cost of this auxiliary equipment.

The Conference was further advised that the General Services Administration officials and Department of Justice officials stated that their funds could not be utilized for the installation of such an auxiliary generator, that if such a generator were to be installed, it would necessarily have to be installed through the utilization of Bureau funds.

The Conference is of the unanimous opinion that no such auxiliary generator should be installed at this time.

WRG:cmw  
CC: Mr. Mohr  
Mr. Clegg

RECORDED - 38

EX - 80

66-17381-133

13 MAY 28 1952

THREE

*Executives Conference Memorandum (Continued)*

*It feels that in case of emergency, the necessary files can be moved with sufficient rapidity through a block and tackle arrangement without expending funds which would be necessary in the installation of a generator such as that above-mentioned.*

*The Conference wishes to further point out in this regard that there would be no assurance that the auxiliary generator could be utilized in case of emergency, that some bomb or other catastrophe might hit in the area near where the generator is installed or where the elevator is installed with the result that it would be inoperative.*

*Should the Director agree with the Conference recommendation, appropriate officials of the Records Section will be advised in connection with the utilization of a block and tackle rig in case of emergency as above-mentioned.*

*Respectfully,  
For the Conference*

*✓  
Clyde Tolson*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS *[initials]*

FROM : W. G. EAMES *E*

SUBJECT: ~~RECORDS~~  
WAR PLANS  
RECORDS SECTION

DATE: 5-13-52

Tolson *[initials]*  
Ladd *[initials]*  
Clegg *[initials]*  
Glavin *[initials]*  
Nichols *[initials]*  
Rosen *[initials]*  
Tracy *[initials]*  
Harbo *[initials]*  
Belmont *[initials]*  
Mohr *[initials]*  
Tele. Room *[initials]*  
Nease *[initials]*  
Gandy *[initials]*

On April 11, 1952, the Executives Conference considered unfavorably the Records Section's suggestion that an auxiliary or donkey engine be secured to operate an elevator, in case of power failure, so that files could be lowered expeditiously from the sixth floor to the ground floor of the Justice Building if the necessity arose to evacuate the Bureau from Washington.

As you know, plans have been made to move all files from the Justice Building to the basement and first floor of the Identification Building in the event additional space is acquired outside the Bureau for the Supply Section. When this move is accomplished, the problem of evacuating files from the upper floor of the Justice Building will be erased.

However, I have given considerable thought to the problems involved in evacuating files from the Justice Building, inasmuch as it is estimated that 25 hours of continuous operation of a block and tackle rig would be required to lower 30,000 files. Obviously only male employees could perform this job, and, because of the strenuous nature of such an operation, several crews would be necessary. 5 men working on both levels would be required for each crew. They could only perform this work for a maximum of 8 to 10 hours, then only if they were given periodical relief, say every 2 hours. By working 2 crews for 8 to 10 hours, 2 hours on and 2 hours off, it is felt a minimum of 6 crews, a total of 30 men would be needed. Conceivably, in the event such an evacuation occurred, we would not have 30 men available in the Records Section because they would have probably long before entered military service.

ALTERNATIVE SUGGESTIONS:

Utilization of Mobile "Crane Boom"

*[REDACTED]* Cartographic Section, Administrative Division, was again contacted regarding more effective utilization of a block and tackle rig. He stated that he had recently observed a PBA "crane boom", mounted on a truck body, that had lifted a heavy air conditioning unit to the sixth or seventh floor of a government building. It was his immediate reaction that such a crane boom, with a cargo net, could be utilized to lower files from the upper floor of the Justice Building. He likewise felt that perhaps such a boom could be borrowed from PBA.

b6  
b7C

THREE *[initials]*  
2-*[initials]*

68 JUN 13 1952

Memo to Mr. Nichols  
Re: War Plans  
Records Section

5-13-52

It is our understanding that PBA has already been approached for 6 trucks to be used to transport equipment, etc. in evacuating the Bureau in the event of an emergency. [redacted] observation lends new light to this problem and offers to solve same in the event such a "crane boom" could be lined up with PBA. Such a maneuver would result in no outlay of money by the Bureau and could be accomplished by liaison.

b6  
b7C

Loan of Auxiliary Engine from PBA

It is likewise felt that PBA could conceivably have on hand an auxiliary engine that would be suitable for use in operating an elevator in the event of power failure and that through liaison arrangements a loan could be perfected of this equipment to the Bureau.

RECOMMENDATIONS:

1. That no further action be taken in this matter at this time, but that it be reconsidered at the expiration of 60 days. In the meantime there is a strong possibility of the entire situation being taken care of by a movement of all Records Section files to the Identification Building. Should this action fail to materialize in the next 60 days the following 2 recommendations should then be considered.

2. That PBA be requested to designate one of their mobile "crane booms" for use by the Bureau in lowering 30,000 files from the sixth floor of the Justice Building in the event of an emergency.

3. That efforts be made to determine if PBA has an auxiliary engine suitable for operating an elevator and, if so, that efforts be made to have PBA commit themselves to lend this unit to the Bureau in the event of an evacuation emergency.

*9 agree  
C.H.S.*

*Jan*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: May 23, 1952

FROM : L. B. Nichols ✓

SUBJECT: BUREAU WAR PLANS-  
MISCELLANEOUS TELEPHONE EQUIPMENT  
SHEPHERDSTOWN, WEST VIRGINIA  
*100-17381-135 FOR SOB*

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Clegg	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Mohr	_____
Tele. Rm.	_____
Hesse	_____
Gandy	_____

For record purposes, I wish to advise that all of the miscellaneous telephone equipment consisting of lengths of cable and wire which the Laboratory had previously requested be obtained and stored at Shepherdstown, has been received by the Central Telephone Company of West Virginia from the Graybar Electric Company of Richmond and is currently all stored at the Communications Center in the Administration Building at Shepherd College in Shepherdstown.

Colonel Bliss of the Chesapeake Telephone Company, Washington, D. C., in a telephone conversation with Mr. McGuire this morning confirmed the completion of this phase of the installation.

Mr. Pfafman of the Laboratory has been advised and states that on the next trip to Shepherdstown, the electrical section of the Laboratory will arrange to check all of the equipment and to return to the Laboratory the emergency supply of wire, etc., which had been placed there until the Telephone Company materials were received.

cc - Mr. Harbo  
Mr. Clegg  
Mr. Glavin  
Mr. Wherry

JJM:MP

RECORDED - 78 | 100-17381-135  
13 JUN 2 1952

EX-99

61 JUN 6 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *TH*

FROM : *O* I. W. Conrad *TH*  
*BUREAU*

SUBJECT: WAR PLANS;  
 SECURITY AGENCIES MICROWAVE SYSTEM

DATE: May 22, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Emergency Headquarters for SOG*

Reference is made to my memorandum of 4-29-52 advising that the proposed lease had been turned over to Mr. Llewellyn Potts of Shepherdstown in connection with the Bureau's effort to secure the use of a portion of the Potts estate.

On the afternoon of May 21, Mr. Gunsser of the Chief Clerk's office and Mr. Baker and I proceeded to Shepherdstown in response to an indication that the lease was ready for final signature. Upon arrival, execution of the lease was completed by Mr. Gunsser and the first month's rental of \$25 was paid. *Future Rentals to be paid 5 hours Sunday in custody Y. Y. McQuinn.*

*[redacted]* turned over to me a key to the little brick cottage which we are to use for our CW operations on a temporary basis. Accordingly, all of the necessary ground work has been completed for us to proceed with insulation of a CW station immediately and with a detailed survey looking toward selection of the specific spot on which we wish to erect our microwave tower. I indicated to *[redacted]* and to Mr. Llewellyn Potts that we were attempting to secure the use of the name of the AT&T for our operations and that in the meantime any inquiries from neighbors or other curious persons should be answered with the statement that the work being done was that of a communications company in the Washington area.

ACTION

We are proceeding at once to assemble and take to Shepherdstown the necessary equipment to establish our CW operations for the weekly test drill and will then proceed with the microwave plans.

IWC:vrh *vrh*

cc - Mr. Gunsser, Room 5517

RECORDED-109 *66-17381-136*

JUN 17 1952

26

EX-6

JUN 23 1952



## Office Memorandum • UNITED STATES GOVERNMENT

AB TO : Mr. Tolson ✓

DATE: May 26, 1952

FROM : R. T. Harbo

SUBJECT: BUREAU WAR PLANS  
SECURITY AGENCIES MICROWAVE SYSTEMEmergency Headquarters For SOG

My memorandum March 19, 1952, advised that in accordance with the White House plans for emergency radio communications between the evacuation headquarters of the security agencies arrangements had been made with the owners of a private estate in Shepherdstown adjacent to Shepherd College. Because none of the agencies were yet ready to install the microwave system, which was planned by the National Security Resources Board, a low frequency radio telegraph link was established and the Bureau planned its installation on the private estate of Mr. Llewellyn Potts at Shepherdstown. In this connection we are now ready to take the necessary equipment to Shepherdstown and will begin installation in a day or two.

I further advised you that we were negotiating with Mr. Potts to lease a site on his property to erect the necessary building and tower when we are ready to install our microwave equipment. On May 21 the Bureau completed the proposed lease at \$25.00 per month and we will be ready to construct the microwave station when equipment is obtained.

Our equipment will be unattended on the estate and it will only be necessary for a radio operator to make a weekly trip to Shepherdstown for a test operation in communication with other sensitive agencies.

cc - Mr. Nichols  
Mr. Glavin  
Mr. Clegg

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

FLYNN  
PARSONS

Joe Cowart  
B. J. [unclear]  
[unclear]

RTH

RECORDED-109

66-17381-137

EX-6

JUN 11 1952

7-RTH  
[unclear]

SEC-10  
CH-10  
DJP:VH  
CFK

JUN 18 1952  
619

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *for*

DATE: June 3, 1952

FROM : Mr. Conrad *for*SUBJECT: EMERGENCY PLANS  
SHEPHERDSTOWN EVACUATION CENTER*HEADQUARTERS FOR SOG*

Incidental to the construction of a complete 450 watt CW radio station on the Potts estate at Shepherdstown, West Virginia, on May 27, 1952, SA R. L. Millen contacted Mr. Llewellyn Potts relative to the manner in which he desired monthly rental payments to be made on land rented by the Bureau from the Potts Estate.

In this regard, Mr. Potts indicated that it would be satisfactory to both himself and the other parties involved if the Bureau would mail the checks made out to the "H. W. Potts Estate." The envelope should be addressed to  Shepherdstown, West Virginia. In accordance with my earlier conversation with Mr. J. J. McGuire, it was indicated to Mr. Potts that the Bureau would pay the monthly \$25 rental as of the first of each month. It was also indicated that a self-addressed return envelope would be enclosed with the check in order that Mr. Potts could enclose a properly executed receipt in the envelope and place it in the mail. This arrangement was said to be quite satisfactory and it is recommended that this information be made available to Mr. McGuire as a matter of guidance in handling the payments of rental at the Potts estate.

cc - Mr. McGuire, Room 5640

RLM:vrh:np

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Clegg	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Mohr	_____
Tele. Rm.	_____
Nease	_____
Gandy	_____

b6  
b7C

RECORDED - 24

EX - 13

JUN 24 1952

166-17381-138

R.L. MILLER

2. *[Signature]*  
3. *[Signature]*  
5. *[Signature]*

JUL 3 1952

619

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 6/13/52

FROM : MR. CLEGG

SUBJECT: WAR PLANS - EVACUATION*Emergency Headquarters For*

Reference is made to my memorandum of 5/15/52 LSOG indicating the status of the items being considered in connection with the proposed evacuation from Washington, D. C., and also items concerning the evacuation of personnel to shelter areas at the Seat of Government.

In this connection the status of the following items are called to your attention:

1. Communications

The Laboratory is still working on the specifications for the micro-wave equipment which will link the critical agencies. Continuing conferences between the engineers of these agencies and the Bureau are being held to resolve all basic problems. The rental of the necessary space has been consummated, and a lease has been executed, under which the Bureau is paying a rental for the land on a monthly basis.

On 5/27/52, as an interim-communications link, a CW radio station was set up, until the micro-wave system is installed. This is located on property adjacent to the emergency evacuation point. Appropriate weekly tests of this CW radio station are made by Bureau personnel.

2. First Aid

First Aid training classes are continuing.

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

RECORDED - 24  
 EX - 13

166-17381-139  
 13 JUN 24 1952

GJF:arg/cwd  
 307  
 JUL 2  
 64

UNRECORDED COPY FILED IN 66-17381-1

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : W. P. CALLAHAN

SUBJECT: CHRYSLER ESTATE  
WARRENTON, VIRGINIA

DATE: June 12, 1952

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Belmont \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

BUREAU WAR PLANS

Emergency Headquarters FOR SOB

[redacted] Real Estate dealer, Warrenton, Virginia, telephonically contacted the writer in your absence and stated that he was calling pursuant to your request of him that in the event any developments occurred in connection with the Chrysler estate, you be advised.

[redacted] stated that in the last two or three days there have been two sources making inquiry concerning the possibilities of acquiring this estate, the exact identities of whom he had not been able to ascertain as yet, other than one was from a government agency and the other from a private party or concern.

b6  
b7C

I expressed your appreciation to [redacted] for his interest in calling the writer in connection with this matter.

NPC:Pam

RECORDED-136

EX - 13

JUN 125 1952

65 JUL 18 1952  
619

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RB*

DATE: June 9, 1952

FROM : *0* I. W. Conrad *SW*

SUBJECT:

*BUREAU*  
WAR PLANSEMERGENCY HEADQUARTERSSHEPHERDSTOWN, WEST VIRGINIA *FOR SOG*

Tolson	_____
Ladd	_____
Clegg	_____
Glavin	_____
Nichols	_____
Rosen	_____
Tracy	_____
Harbo	_____
Alden	_____
Belmont	_____
Laughlin	_____
Mohr	_____
Tele. Room	_____
Nease	_____
Gandy	_____

Reference is made to my memorandum dated May 28, 1952, reporting the installation of a complete CW radio station at the above location to act as an emergency interim link to critical Governmental agencies pending installation of a microwave network.

For record purposes this is to advise that final testing of the station was completed on June 2, 1952.

Accordingly, for the information of the Records and Communications Division, this station is ready for operation.

*RLM:VH*

cc - Mr. Wherry, Room 5537

*166-17381-141*

13 JUL 2 1952

RECORDED - 24  
EX-3

*memo to Nichols  
6-27-52  
Hew*  
61 JUL 10 1952  
619

*[Signature]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RT*

FROM : *216* I. W. Conrad *W*

SUBJECT: *WAR PLANS*  
EMERGENCY HEADQUARTERS, SHEPHERDSTOWN, WEST VIRGINIA  
*FOR SOG*

DATE: May 28, 1952

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Mohr	_____
Tele. Rm.	_____
Nease	_____
Gandy	_____

In connection with the completion of rental arrangements concerning the microwave site at Shepherdstown, West Virginia, on the Potts estate and with regard to the interim establishment of a CW radio station which would be capable of operating from this site to the sites occupied by the other designated critical agencies, a complete 450 watt CW radio station was installed in a small brick building located on the above mentioned estate on May 27, 1952. *HEW*

Radio engineers under supervision of R. L. Millen of this section established this 450 watt CW station without incident and made contact with the main headquarters station of the Bureau in Clinton-Waldorf on the evening of May 27, 1952. A few hours work remains within the building in order to complete the facilities for routine test operation by the Bureau radio operators. This will be handled within the next few days.

Upon completion of the entire station facilities, you will be advised in order that the necessary regularly scheduled test contact subsequent to that time can be handled from the Potts estate by the Communications section employees. It is contemplated that the next trip to Shepherdstown to complete the interior work will include a representative from the Communications division operators in order that he may be familiar with the route to the site and the equipment installed.

Attached hereto for record purposes is an inventory of the major items which are presently located at this site.

Attachment

RLM:vrh *vrh*

RECORDED - 24

66-17381-142

JUL 2 1952

JUL 14 1952

TWO 47-10-52

ENCLOSURE  
 24  
 Memo to Mr. Tamm  
 6-17-52  
 LSW

INVENTORY  
SHEPHERDSTOWN, WEST VIRGINIA

May 27, 1952

- 2 ea Hammarlund model SP-600 Receiver, Serial numbers 169 and 170  
(Complete with speakers)
- 1 ea Frequency Meter, BC 221-B, serial number 70
- 1 ea Chair, wood
- 1 ea Table, wood, 34" x 60"
- 1 ea Hand Key
- 1 ea Vibroplex Key, serial 174974
- 2 ea Pr. Headphones, Crystal
- 1 ea Tool Chest Complete, USA surplus
- 1 ea Transmitter, BC-610 G, serial number 168
- 1 ea Antenna Tuning Unit, BC-939-A, serial 0129
- 1 ea Desk lamp, Dazor Florescent
- 1 ea Mile Ray lamp - dry battery type

66-1125/-14-

ENCLOSURE

Office

Mem • UNIT

GOVERNMENT

TO : Mr. Nichols ✓  
 FROM : L. E. Wherry, Jr.

DATE: 6-17-52

SUBJECT: WAR PLANS  
EMERGENCY HEADQUARTERS FOR SOG  
SHEPHERDSTOWN, WEST VIRGINIA

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Reference memorandums of May 28 and June 9, 1952, from Mr. I. W. Conrad to Assistant Director Harbo regarding the interim establishment of a CW radio station on the Potts estate at Shepherdstown, West Virginia, from which we would operate the emergency CW network which has been set up to communicate with the White House and critical agencies, pending the installation and operation of a radio microwave system for emergency communications with these agencies.

You will recall that these radio tests have been held weekly for some time now, utilizing a complete CW radio station installed in an Army truck and trailer which had been maintained at the Clinton radio station.

In Mr. Conrad's memorandum of June 9 he advised that the installation of the CW station at Shepherdstown to be used for the above-mentioned network had been completed.

On June 2 last, I sent Radio Communications Officers [redacted] and [redacted] to the Emergency Headquarters site with the Bureau engineer, at which time the final testing of the station was completed. These operators did not have the opportunity of operating the equipment at that time, however.

b6  
 b7C

The next weekly test scheduled for this network will occur Thursday, June 19, at 3:00 p.m. I have arranged telephonically with Mr. Conrad to send Radio Communications Officers [redacted] and [redacted] to make this next test from the Emergency Headquarters site under the supervision of a Bureau engineer. On subsequent weekly tests, unless advised to the contrary, I will send one of the operators who has operated the equipment, along with another operator who has not operated the equipment, until we have trained all the radio operators on our War Plans evacuee list to operate this

LEW:mas

RECORDED - 1057

66-17381-143

JUN 20 1952

61 JUL 17 1952

/COPIES DESTROYED

10 SEP 30 1969

2-7



Memorandum for Mr. Nichols

equipment.

Only by operating from the Emergency Headquarters site will we be able to obtain a clear picture of the efficiency of the emergency CW radio network with the White House Signal Branch. I have instructed the Chief Operator of the Clinton radio station,  that the code machine which we have been b6  
b7C furnished to use on this circuit should not be taken to the emergency headquarters site. It will be necessary, however, for the operators to take an unclassified "Q" signal handbook and an operating manual with the security classification of "Restricted" to the site for reference purposes. This material will be transported to and from the Emergency Headquarters site in a locked brief case.

For security purposes, I plan to send two men to the Emergency Headquarters site to conduct these tests in the future even after all the Radio Operators on our evacuation list are familiar with the operation of the equipment.

ACTION:

None. For information purposes.

*OK*  
*John*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RH*

DATE: May 8, 1952

FROM : Mr. Conrad *Conrad*SUBJECT: CRITICAL AGENCIES MICROWAVE SYSTEM  
WAR PLANS

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

*13 JUNE 1952*  
*Emergency Headquarters for SOG*  
As you know, details are being worked out for the establishment of a microwave network to link the emergency headquarters of the various critical agencies of the U. S. Government. This memorandum deals with the security aspects of our emergency headquarters location.

It is contemplated that one agency, probably CIA, will handle the procurement of equipment for all agencies and contract for the necessary installation work with Motorola. Naturally certain officials of Motorola will have to be cleared for receiving whatever information is necessary in completing the contract. It is believed, however, that steps should be taken to provide a suitable cover for our anticipated installation on the Potts estate near Shepherdstown. It is believed neither necessary nor desirable that the installation crew know that the installation is for the FBI. Furthermore, the installation will excite considerable curiosity among the inhabitants of the rural community at Shepherdstown and some good cover must be provided if we don't want the FBI connection to become known. In fact, Mr. Potts has already suggested that the installation be identified with some commercial company to prevent any embarrassment in talking to his neighbors.

Since certain high officials at ~~AT&T~~ have already been contacted in connection with the emergency telephone service for Shepherdstown it would appear that AT&T would provide a good cover for our microwave installation. As you know, AT&T has a lot of microwave installations and are building more all the time in connection with television networks, cross country toll circuits, etc. Since our installation will have the same general appearance as theirs it is believed such a cover would be highly desirable.

RECOMMENDATION:

It is recommended that contact be made with the appropriate high level officials of AT&T to arrange for the use of that company's name as a cover for our anticipated microwave installation on the Potts estate near Shepherdstown.

AJB:np *np*

RECORDED - 26

INDEXED - 20

66-17381-144

61 JUL 22 1952

SEVEN

ajb

## Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

FROM : The Executives Conference

DATE: May 14, 1952

SUBJECT: CRITICAL AGENCIES MICROWAVE SYSTEM (m)

WAR PLANS

EMERGENCY HEADQUARTERS - FOR SOG

It is anticipated that the antenna and radio equipment to enable the Bureau to participate in the microwave emergency radio network to link the emergency headquarters of the various critical agencies of the United States Government will be installed on the Potts' estate bordering the college at Shepherdstown. On May 14 the Conference, composed of Messrs. Tolson, Ladd, Mohr, Clegg, Gearty, Laughlin and Harbo was advised of the desirability to provide a suitable "cover" for this installation. It is believed preferable that neither the installation crew nor any other individuals be advised that the installation is for the FBI although it is recognized the installation will arouse considerable curiosity among the inhabitants of this community. Mr. Potts has suggested that the installation be identified with some commercial agency to avoid any embarrassment on his part in conversations with his neighbors.

Since certain high officials of the American Telephone and Telegraph Company have already been contacted in connection with emergency telephone service for Shepherdstown the Conference unanimously concurs in the Laboratory proposal that appropriate contacts be made with officials of AT&T to arrange for the use of that Company's name as a "cover" for our anticipated microwave installation on the Potts' estate near Shepherdstown. AT&T already has a substantial number of microwave installations similar in appearance to ours in various parts of the country.

If the Director approves, Mr. Nichols will arrange for an appropriate contact with the local representative of AT&T for this purpose.

Respectfully,  
For the Conference

Clyde Tolson

cc - Mr. H. H. Clegg  
Mr. Mohr

RTH:VH

RECORDED - 20  
INDEXED - 20

65 AUG 7 1952

66-17381-145

RECEIVED  
FBI - CIVIL

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓

DATE: July 3, 1952

FROM : L. B. Nichols (m)

SUBJECT:

BUREAU WIRE PLANS - Emergency Headquarters  
Quarters for SOGI have had pending for some time with [redacted] the  
Washington representative of AT&T, two requests:b6  
b7C

1. Whether AT&T would object if the Bureau utilized the cover of AT&T in the installation of our anticipated microwave installation at Shepherdstown.
2. Whether AT&T would make available through loan certain items of microwave equipment.

I have been a little bit nonplussed since [redacted] has been so cooperative in the past and so prompt. In checking further with him this morning he stated he had taken the matter up again yesterday in New York, and his company in view of their high regard for the Bureau was on the horns of a dilemma, inasmuch as they do not want to say no. He pointed out, however, that the area in the vicinity of Shepherdstown is known in telephone company parlance as "independent territory." In other words, AT&T does not have any legitimate right to be doing anything in that vicinity and they are fearful if the name of AT&T is used this might cause considerable questions to be raised. I told him in view of those circumstances to forget about it, that we would withdraw the request and would handle the matter in our own way.

b6  
b7C

With reference to the microwave equipment [redacted] explained that the Motorola people have the initial contract for installing the microwave network with which ours would be linked. Motorola is a competitor of AT&T's, and from what I can ascertain there is a good possibility that Motorola will withdraw in which event AT&T would take over the project. He stated that under these circumstances it would be rather difficult for AT&T to make available equipment. However, he said if there were any one individual piece we needed just to ask him for the piece and he would get it, if, on the other hand, we wished to purchase equipment they would be glad to make it available to us, that while there is a very short supply they would see to it that we were given preference.

b6  
b7C

cc: Mr. Harbo

LBN:CMC

91  
JUL 23 1952  
619

RECORDED - 20

INDEXED - 20

166-17381-146

JUL 15 1952

SEP 11

[redacted] innocently dropped the fact that AT&T was being very much harassed at the present time; that they have approximately 100 of their top officials tied up in the antitrust suit which has been brought by the Department, and they cannot understand this as within a month after the suit was brought the White House practically demanded that AT&T take over the Sandia project inasmuch as they were the only people who had an integrated setup to handle such a job. He then commented this was the very thing the Justice Department was trying to break down. I asked [redacted] if the topside of his company thoroughly understood that the Bureau had nothing to do with the antitrust suit. He stated this was thoroughly understood and he appreciated the Bureau's position.

b6  
b7C

*me*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: July 8, 1952

FROM : A. M. NEWMAN

SUBJECT: PURCHASE OF MICROWAVE EQUIPMENT

BUREAU WAVE PLANS - FOR SOURCE

As you will recall, the purchase of microwave radio equipment to enable the Bureau to participate in a communication system to connect the relocation points of the critical agencies with the White House has been approved. Inasmuch as the equipment of the other Critical Agencies Microwave system is being procured from Motorola, Inc., it has been recommended that the Bureau's equipment also be purchased from this concern in order to provide compatibility with the rest of the system.

In order to purchase the material direct from the Motorola, Inc. without the solicitation of bids, it is necessary to direct a letter to the Attorney General stating the reasons for procuring the equipment in this manner. The attached memorandum has been prepared to be forwarded to the Attorney General if it meets with your approval.

Attachment

AMN:lk

Mr. Tolson	✓
Mr. Ladd	
Mr. Belmont	
Mr. Clegg	
Mr. Glavin	
Mr. Harbo	
Mr. Rosen	
Mr. Tracy	
Mr. Laughlin	
Mr. Mohr	
Tele. Room	
Mr. Holloman	
Miss Gandy	

RECORDED-109

INDEXED-109

66-17381-147

JUL 17 1952

58 JUL 30 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 7/15/52

FROM : Mr. Clegg

SUBJECT: BUR. WAR PLANS - EVACUATIONEMERGENCY HQ/QUARTERS FOR SOG.

Tolson	
Ladd	
Nichols	
Belmont	
Clegg	
Glavin	
Harbo	
Rosen	
Tracy	
Laughlin	
Nease	
Gandy	

Re my memo of 6/13/52 setting forth the status of the items being considered in connection with the proposed evacuation from Washington, D. C., and the First Aid Training Program.

In this connection, the status of the following items is called to your attention.

1. Communications

The Laboratory has completed the specifications for the micro-wave equipment which will link the critical agencies. These specifications have been submitted to the Administrative Division for the purpose of negotiating a contract with the Motorola Company. At the present moment we are awaiting authorization from the Attorney General and the General Services Administration to negotiate directly with the Motorola Company rather than solicit bids. This authorization has been requested because of the confidential nature of the work.

2. First Aid

First Aid training classes are continuing.

GJF:ARG

7

RECORDED-40

RECORDED-40

EX-13

66-17381-148  
JUL 23 1952

5

UNRECORDED COPY FILED IN

66-17381-1  
66-17382-1

64

AUG 1

1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RK*

FROM : I. W. Conrad *WCS*

SUBJECT: ~~X~~ MICROWAVE RADIO INSTALLATION,  
BUREAU EMERGENCY PLANS

DATE: July 23, 1952

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Nichols \_\_\_\_\_

Belmont \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Harbo \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Rm. \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

PURPOSE

To advise concerning suggested cover name for operations relating to FBI microwave radio installation on Potts estate site at Shepherdstown, West Virginia.

REFERENCE

Mr. Nichols memo to Mr. Tolson dated 7-3-52 concerning reluctance of AT&T representative [ ] to permit Bureau to use AT&T firm name as cover for our microwave operations at Shepherdstown.

DEVELOPMENT

Following the disclosure of AT&T's reluctance to permit the Bureau to utilize their firm name in connection with this operation, the local Motorola Company representative was contacted on a personal basis by representatives of this section to determine whether or not the Motorola Company would permit the Bureau to use its name in connection with the construction and installation activity in the vicinity of Shepherdstown in the event it was necessary for the operation to be identified. Motorola, as you know, is the commercial contractor responsible for placing the entire microwave network between the critical agencies into operation. They are presently proceeding with preliminary field engineering of the project.

[ ] district manager of Motorola, Inc., indicated that he would be very happy to have the Bureau use the name Motorola, Inc. for the cover purposes intended. Anyone directing inquiries to him will be advised that, "The operation is a Motorola field equipment test station." Any individual pressing for further details would be advised that, "The electronic equipment is on a competitive commercial market therefore he is not at liberty to discuss any details of the tests on the equipment." [ ] further stated that the Bureau should feel free to use signs posting the area which contain the firm name as desired.

The name of the firm, [ ] name, along with the Washington phone number [ ] would constitute the information furnished to the interested parties at the Potts estate.

cc - Assistant to the Director Nichols

RECORDED - 56

INDEXED - 56

JUL 31 1952

REM:vrh

5 AUG 7 1952

EX-3

UNRECORDED COPY FILED IN 66-17385-1

b6  
b7C

7-17385-1

8-17385-1

Emergency Headquarters

0 Bureau War Plans Emergency Headquarters

For S.O.C.

1 copy sent to

5-17385-1



Memorandum to Mr. Harbo

July 23, 1952

Action:-

I have considered the desirability of using this firm as a cover name and have found no reason which would argue against its use. Accordingly, unless advised to the contrary, the above cover name and cover information will be furnished to the proper individuals at the Potts estate to cover the microwave installation operations.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. R. T. HARBO *RH*

FROM : C. F. DOWNES *CFD*

SUBJECT: CONFIDENTIAL FILES MAINTAINED  
IN ROOM 6527

DATE: July 18, 1952

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols ☒

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

Reference is made to the attached memorandum from Mr. NICHOLS to you dated June 16, 1952.

Re memo requests that the files maintained in the Confidential Room, Room 6527, be reviewed by the appropriate Supervisor to determine whether they should continue to be so maintained. It was also requested that a memorandum be prepared stating the reason for such maintenance and setting forth what security measures should be observed, both as to the possession of the file and the dissemination of its contents. As will be seen from the information set forth below concerning the files under the jurisdiction of the Laboratory Division, practically all of them are either Administrative Files or files containing highly classified technical information wherein problems of dissemination of information would not arise. The requested information concerning each file is set forth below.

## 62-78171 - WHITE HOUSE SECURITY SURVEY

Although the Laboratory does not have primary responsibility for this file, it does contain information of importance to the Laboratory which should receive utmost security. It is felt that before any dissemination is made of technical information contained in this file it should be cleared by Mr. HARBO, Mr. PARSONS or Mr. CONRAD.

## 62-92531 - WAR PLANS - WHITE HOUSE

While this file is not the primary responsibility of the Laboratory, it too contains information which is important for the Laboratory to have safeguarded. All of the information in this file is highly confidential and before disseminating any technical information therein it is felt that clearance should be had with Mr. HARBO, Mr. PARSONS or Mr. CONRAD.

Attachment

WGG:jen *EN*

*1-11*

1 ENCL  
each folder  
with missing

66-17381-✓  
NOT RECORDED  
133 AUG 1 1952

ORIGINAL FILED IN

66-17404-5

Bureau War Plans - Emergency Headquarters

INITIALS ON ORIGINAL

619  
66 AUG 5 1952

Memorandum for Mr. Harbo

65-58309 [REDACTED] - ISRAELI

b7E

The same comments which are set forth under 65-45127 -  
[REDACTED] POLISH, apply to this file.

66-629 - BUREAU CODES

This file contains highly confidential information concerning Bureau codes and communications matters. It should be retained in the Confidential Room, and continue to be charged out only with the approval of Mr. HARBO, Mr. PARSONS, or Mr. DOWNING. It is not felt that there will ever be a need for dissemination of information from this file but should such a question arise it should be cleared with those three persons mentioned above.

66-16362	BUREAU WAR PLANS
66-17380	BUREAU WAR PLANS, SURVEY
66-17381	BUREAU WAR PLANS, EMERGENCY HEADQUARTERS
66-17382 & Subs	BUREAU WAR PLANS, FIRST AID TRAINING
66-17383 & Subs	BUREAU WAR PLANS, MISCELLANEOUS EQUIPMENT
66-17384 & Subs	BUREAU WAR PLANS, AUTOMOTIVE EQUIPMENT
66-17385 & Subs	BUREAU WAR PLANS, COMMUNICATIONS
66-17386 & Subs	BUREAU WAR PLANS, OFFICE ADMINISTRATION
66-17387 & Subs	BUREAU WAR PLANS, CIVILIAN DEFENSE

While the above files are not the primary responsibility of the Laboratory, they do contain information of a highly confidential nature in which the Laboratory is interested and which it is felt should be protected by maintaining the files in the Confidential Room so that access to them will be limited. While it is not felt that a problem of dissemination of information in these files will arise, it is believed that clearance should be had with Mr. HARBO or Mr. PARSONS before any of the technical information in these files relating to the Laboratory is disseminated.

80-11-3 CRYPTANALYSIS-TRANSLATION SECTION, ADMINISTRATIVE

Due to the confidential nature of cryptanalysis work, and due to the fact that this file contains considerable important and highly confidential information concerning the administration of cryptanalysis matters within the Bureau, it is important that this file be restricted in its use, and retained in the Confidential Room. It is felt that it

## Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

DATE: July 24, 1952

FROM : The Executives Conference

Bureau

SUBJECT: WAR PLANS Emergency Headquarters For S.O.G.  
SECURITY AGENCIES MICROWAVE SYSTEM

On July 24, 1952, the Conference, consisting of Messrs. Tolson, Ladd, Nichols, Glavin, Tracy, Belmont, Rosen, Mohr, Mason, Gresham, Holloman and Parsons, considered the use of "Motorola, Incorporated" as a cover name for the FBI microwave installation at Shepherdstown, West Virginia.

In accordance with the White House plans to have a microwave communications system linking the evacuation headquarters of the critical agencies, the Bureau has leased a site on a private estate adjoining the Bureau's evacuation headquarters at Shepherdstown, West Virginia. A contract is being negotiated with Motorola, Incorporated, one of the leading manufacturers of radio equipment. The Motorola Company will make the actual installation and necessarily will have its employees and trucks at the site. In order to preserve the security of the Bureau's war plans, it will be necessary to have a cover name to satisfy the curiosity of persons in Shepherdstown inquiring about the microwave installation. Preliminary inquiries had been made of American Telephone and Telegraph as to the possibility of using their name but they indicated reluctance because the phone systems in the area of Shepherdstown are not AT & T property.

Because all of our equipment will be manufactured by Motorola and they will do the actual construction work, it would be entirely appropriate to use their name for cover purposes. The district manager has advised that he would be very happy to cooperate in this respect and any inquiries concerning the installation could be directed to him. He will advise that "The operation is a Motorola field equipment test station." He further indicated that the Bureau should feel free to use signs in the area, if desired, containing their firm name, but this will not be necessary.

The Conference unanimously recommends the use of Motorola as a cover name for the microwave installation.

Respectfully, JUL 25 1952  
For the Conference

Clyde Tolson

63 AUG 2 - Mr. Clegg  
619 Mr. Mohr  
DJP:kmb

EX - 3

UNRECORDED COPY FILED IN 66-17385-

## Office Memorandum • UNITED STATES GOVERNMENT

25 TO : Mr. R. T. Harbo *RA*  
 FROM : I. W. Conrad *IWC*  
 SUBJECT: WAR PLANS; STORAGE OF MATERIAL  
AT SHEPHERDSTOWN

DATE: August 11, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*For record purposes it is noted that on 7-24-52 Mr. Millen accompanied by Bradley, Stevenson and Stahl of this section transported the following material to the storage room at Shepherdstown:*

3 new telediphone machines for use by Director's office,

radio crystals for the BC339 transmitters,

4 large type fire extinguishers.

These fire extinguishers are of the soda-acid type and accordingly were not charged since they are placed there primarily for storage for possible future use.

Although summer school is in session at this time, suitable precautions were taken in unloading this equipment and placing it within the storage room so that the operation attracted no attention.

IWC:vrh *vrh*

*2 copies of memo  
 attached by T89  
 8-18-52  
 [Signature]*

RECORDED-86

66-17381-152

EX-123

OG 250

*2-Hy*

*619  
 6 AUG 28 1952*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS *sch*  
 FROM : *NEW* L. E. WHERRY, JR.

DATE: 8-11-52

SUBJECT: FIRE EXTINGUISHER  
BUREAU EMERGENCY EVACUATION  
MICRO-WAVE SITE

*BUREAU WAR PLANS*

*Emergency Evacuation  
 for SCS*

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

It is requested that the Chief Clerks Office obtain for the installation in the above captioned site one fifteen pound carbon dioxide fire extinguisher.

This site is presently equipped with one 1 quart carbon tetrachloride extinguisher which will be removed upon receipt of the carbon dioxide ~~extinguisher~~.

LEW:jg99

PLACED ON  
 ORDER

*8-13-52*

*Dept.*

*OK*

*Be*

INDEXED - 50  
 RECORDED - 50

66-17381-153  
 14 AUG 20 1952

EX-25

615

619  
 10 AUG 26 1952

*File  
 3 R.R./mldt*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *PH*  
 FROM : I. W. Conrad *JWS*  
 SUBJECT: BUREAU WAR PLANS  
 EVACUATION CENTER AT SHEPHERDSTOWN  
 [REDACTED]

DATE: August 19, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

b6  
 b7C

For record purposes it is noted that one [REDACTED]  
 [REDACTED] Social Security [REDACTED] resides in the tenant house  
 on the Potts property at Shepherdstown.

A check of the indices was made and one possible  
 reference was noted. One [REDACTED] was accused by the  
 subject in a case entitled "[REDACTED] NMVTA," Bureau file  
 26-116253, of being with the subject when he stole a car in Virginia  
 in 1948. The [REDACTED] mentioned in instant case was a PFC  
 in the Marine Corps stationed at Quantico and the [REDACTED]  
 living at the Potts estate is known to have been in the Marines.

The case file revealed that in separate interviews 2 other  
 names were given by the subject as the one who was with him when the  
 car was stolen. PFC [REDACTED] emphatically denied the accusation  
 and since there was no evidence other than the subject's accusation  
 no charges were made against [REDACTED] and no further investigation was  
 conducted.

ACTION

None. For record purposes only.

AJB:vrh *vrh*

*2 copies detached  
 by T 8-27-52  
 JWS*

RECORDED - 65

INDEXED - 65

EX. -

166-17381-154

13 AUG 22 1952

619  
 AUG 23 1952

*Two*  
*[Signature]*



~~SECRET~~

Classified per OGA letter dtd. 4/18/11

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

DATE: August 20, 1952

FROM : V. P. Keay *VPA*EXEMPTED FROM AUTOMATIC  
DECLASSIFICATIONSUBJECT: ALERT PLANNING FOR THE PROTECTION  
OF KEY GOVERNMENT PERSONNELAUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
EXEMPTION CODE 25X(1)  
DATE 04-28-2011Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

This is to advise that on August 19, 1952, Mr. Bartlett of the Liaison Section, who is the Bureau's member on the Ad Hoc Committee for Alert Planning for Key Government Personnel, attended a meeting at the National Security Resources Board. The purpose of this meeting was for Mr. A. Russell Ash, Chairman of the Ad Hoc Committee on Alert Planning, National Security Resources Board, to brief the following persons concerning the present status of this planning:

Mr. Jack Gorrie, Chairman, National Security Resources Board

Admiral Sidney W. Souers, Special Consultant to the President

Mr. David Stowe, Administrative Assistant to the President

Admiral Robert L. Dennison, Naval Aide to the President

Mr. James Lay, Executive Secretary to the National Security Council

The briefing included the fact that the FBI planned to make its emergency headquarters at Shepherd College, Shepherdstown, West Virginia and that we expected to use a total of 519 persons in this operation.

The following is a summary of the present planning of the other security agencies in regard to their emergency operations site:



ONE:lw

cc - Mr. Flynn, 5250

SEP 5 1952

~~SECRET~~

RECORDED-86

INDEXED-86

AUG. 27 1952

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISEb1  
b3 Per OGA

UNRECORDED COPY FILED IN 62-86157-

~~SECRET~~

Memo to Mr. Belmont from  
V. P. Keay, 8-20-52

b1  
b3 Per OGA

(S)

National Defense:

*The Yellow Alert will be the signal for the Chief of Staff of the Army, Navy, and Air Force to proceed immediately to Fort Belvoir, Virginia. Following that they will proceed to the following three sites for operations purposes:*

*Fort Monroe (Virginia) - Chief of Staff, Army*

*Norfolk Base - Chief of Naval Operations*

*Langley Air Base - Chief of Staff, Air Force*

Referral/Consult

ACTION: For your information.

Referral/Consult

~~SECRET~~

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. R. T. Harbo *RT*

FROM : I. W. Conrad *IWC*  
BUREAU

SUBJECT: WAR PLANS  
BUREAU'S EMERGENCY EVACUATION CENTER

DATE: July 23, 1952

~~JUNE~~

Tolson

Ladd

Nichols

Belmont

Clegg

Glavin

Harbo

Rosen

Tracy

Mohr

Tele. Rm.

Nease

Gandy

PURPOSE*Headquarters FOR SOG*

The purpose of this memorandum is to advise concerning the activities of Motorola, Inc. with regard to the establishment of a microwave radio network for the FBI and other critical agencies, along with observations made by Bureau engineers relative to Motorola engineering activity and military communications construction in the vicinity of [redacted] b7E

DETAILS

Motorola, Inc. having the over-all contract to install microwave radio equipment linking the relocation centers of the critical agencies, has initiated preliminary surveys of the radio paths between the various sites. In connection therewith, an engineering crew accompanied by Bureau engineers on 7-15-52 surveyed the Shepherdstown microwave site and radio path to the terminal on [redacted] property identified as [redacted]

[redacted] Access to [redacted] (the site of the microwave tower on [redacted] property to which FBI microwave signals will be directed) was denied by military personnel on the location because of the lack of proper clearance papers in possession of the Motorola crew. Bureau personnel were not involved in these conversations. Arrangements are being made by Motorola to contact the proper Pentagon officials in order to obtain the necessary clearance. During this preliminary survey, a surveying transit was established near a public road running across the end of [redacted] thereby enabling adequate bearings and elevations toward our site at Shepherdstown to be taken. The commercial engineers are presently studying the ground contour, elevation ranges and related data to determine the necessary antenna tower heights to be erected at our site at Shepherdstown and at [redacted]. The Bureau will be subsequently advised of their findings. *B*

COPIES DESTROYED

10 SEP 30 1969 It was observed that the commercial engineers are proceeding on this installation in a rather haphazard manner, considerable time being consumed in setting up procedures which are rather elementary. It was also observed that several extensive military communications establishments are presently being constructed on various sites northwest of [redacted]. Several hundred rhombic antenna poles are located on one site with some land leveling having been completed. At [redacted] foundations are being laid for buildings and a well being drilled for a 150' water tank. These military communications installations lie only 6 1/2 miles from the Bureau's emergency relocation center. *156-1731-156*

68 SEP 16 1952

EX-129

9/5/52 - JFS.

Memorandum to Mr. Harbo

July 23, 1952

ACTION

This section will continue to follow the progress of Motorola, Inc. engineers in the establishment of the microwave radio network between the designated critical agencies.

RECOMMENDATION

It is recommended, because of the apparently extensive new military ~~communications construction~~ work being undertaken in the vicinity of [ ] that the Liaison Section determine discreetly the actual extent of this operation in order that the Bureau can evaluate its significance relative to the Emergency Relocation center. <sup>b7E</sup>

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT *AD*

DATE: September 5, 1952

FROM : V. P. KEAY *VPK*SUBJECT: WAR PLANS  
BUREAU EMERGENCY EVACUATION CENTER

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo *PH* \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Reference is made to memorandum from Mr. Conrad  
 to Mr. Harbo dated July 23, 1952, requesting the Bureau's

Referral/Consult

RECOMMENDATION:

Referral/Consult

That this memorandum be furnished to the Laboratory  
 Division for its information.

JTS:hke

RECORDED - 34 166-17381-157  
 SEP 10 1952

EX-129

60 SEP 16 1952  
 619

2 copies of attachment  
 memo (Conrad to Harbo  
 dated 7/23/52) detached  
 2- *[Signature]*

*PH*  
*[Signature]*

Bureau War Plans Emergency Evacuation Center

~~CONFIDENTIAL~~  
~~SECURITY INFORMATION~~

DECLASSIFICATION AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
DATE 4/10/2010

September 10, 1952

Mr. A. Russell Ash  
Chairman  
Ad Hoc Committee on Alert Planning  
Executive Office of the President  
National Security Resources Board  
Washington, D. C.

BUREAU WAR PLANS

My dear Mr. Ash:

Emergency Headquarters FOR  
SEC

In accordance with the request directed to Special Agent O. E. Bartlett of this Bureau for information concerning emergency operations plan for continuity of essential activities in the event of attack, or imminence of attack, on Washington, D. C., I have enclosed herein information which describes additional provisions to our basic document dated October 8, 1951, submitted to the Honorable David E. Stone, Administrative Assistant to the President.

Please feel free to call upon me at any time if additional information is required concerning this most important phase of war planning.

Sincerely yours,

Yellow file  
1 copy - T. & I. Div.  
2 copies - Admin. Div.  
Attachments

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

LJG:gt

66 SEP 22 1952

EX-25

~~CONFIDENTIAL~~  
~~SECURITY INFORMATION~~

SEP 15 1952

SEP 10 2 51 PM '52  
RECEIVED  
FBI  
U.S. DEPT. OF JUSTICE

RECEIVED DIRECTOR  
FBI  
U.S. DEPT. OF JUSTICE

~~TOP SECRET~~  
Security Information

DECLASSIFICATION AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
DATE 4/14/2010

FEDERAL BUREAU OF INVESTIGATION

Reference is made to this Agency's basic document dated October 8, 1951, submitted to the Honorable David E. Stowe, Administrative Assistant to the President, which described in question and answer form detailed information pertaining to plans formulated for emergency operation at a predetermined relocation site outside of Washington, D. C.

The following information is to be considered as additional provisions subsequently formulated by this Agency which currently describes the referenced basic document.

A. TOTAL PERSONNEL:

WORLD-WIDE: 15,800

WASHINGTON, D. C. 5,850

B. EMERGENCY RELOCATION SITE:

The designated emergency site is Shepherd College, Shepherdstown, West Virginia, telephone 8841 - 3712.

The readiness of this site for emergency operations is considered to be 100% on a marginal basis. Pre-alert maintenance and operation of the site is not considered necessary under existing conditions.

A map depicting routes between Washington, D. C. and the relocation site is attached.

C. TIMING AND MOVEMENT TO EMERGENCY SITE:-

President of Shepherd College will be telephonically advised concerning the immediate need for occupation of the college by this Agency in order that he can effect plans to evacuate the college staff and student body.

b6  
b7C

The Assistant Director in charge of evacuation will depart immediately to coordinate setting-up operations at the College. Emergency occupation will be effected within three hours after notice for evacuation has been issued. Travel time from this Agency's Headquarters in Washington, D. C. to the relocation site is approximately three hours.

Attachments

~~TOP SECRET~~  
Security Information

44-173-1-157  
ENCLOSURE

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

The head of this Agency will stay through the "red" alert during an initial surprise attack. In event predetermined information dictates that emergency measures be taken before attack, this Agency will follow the instructions issued by the White House in connection with effecting its plans for occupation of the relocation site. It is felt by the Agency head that so long as the heads of Government remain in Washington, it is essential that he remain in view of the responsibilities of this Bureau for the internal security of the country.

In the absence of Presidential instructions, no action will be taken to effect plans to occupy the relocation site during a "yellow" alert.

**D. EVACUATION TO RELOCATION SITE:**

The number of personnel scheduled to report to the relocation site for assignment to duty is 310. These employees are kept informed of all evacuation plans that will affect them, except for the identification of the relocation site.

Material necessary for emergency operation has been designated and set aside for immediate removal to the relocation site via trucks and automobiles. The relocation site is such that emergency supplies from their stock would be available upon arrival.

Employees will if time permits, proceed to their homes, pack and assemble at previously designated rally points for further transportation to site via government and personally-owned automobiles. Families and dependents of employees will not be moved to the relocation site. Arrangements have been made to provide for the needs of these individuals through designated key employees who are scheduled to remain in the headquarters area during the initial stages of war emergencies. Employees will not be instructed to travel to the relocation site during a "red" or "yellow" alert.

**E. TOTAL EVACUATION OF AGENCY FROM WASHINGTON, D.C.:**

A total of 605,876 square feet of floor space is presently utilized by this Agency in Washington, D. C. The relocation site provides for approximately 100,000 square feet of usable space.

In the event an extended emergency exists requiring all employees (stay behind) to evacuate Washington, D. C., existing plans make it possible to reassign these employees (approximately 5,000) to nearby relocation sites established by Bureau field divisions. This will provide for the complete administration of this Agency's duties during an extended total evacuation of Washington, D. C.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



~~TOP SECRET~~  
Security Information

Employees are divided into geographical groups according to places of residence. In the event of an outbreak of actual warfare between the United States and any other nation or an invasion of the territory of the United States, all employees at that time will be instructed concerning specific duties and regulations that are to be adhered to during the initial emergency. Subsequent instructions will be issued to employees as exigencies occur.

All employees of the Bureau have knowledge of the plans pre-arranged for emergency functioning of the Bureau. Written instructions will be promptly distributed at inception of emergency to fit the needs at that time.

**I. PERSONNEL IDENTIFICATION:**

Bureau personnel in the Washington area are issued identification cards which are divided into the following types:

**1. SPECIAL AGENT CREDENTIALS:**

The District of Columbia Office of Civil Defense has advised that this credential will be honored during any type of Civil Defense limitations that may be enforced during an emergency.

**2. CRITICAL CLERICAL EMPLOYEE PASSES:**

The District of Columbia Office of Civil Defense will honor this pass when it is necessary for key clerical employees to reach their office during any type of emergency when Civil Defense restrictions are being enforced. The services of these employees are considered necessary in order that all segments of this Agent identifi function during a

**3. GENERAL EMPLOYEE PASSES:**

All clerical employees other than critical clerical employees are issued passes which appropriately identify them as employees of this Agency. The District of Columbia Office of Civil Defense will not require persons to honor this pass when civil defense restrictions are being enforced with regard to travel. In event it is necessary to have the services of an employee possessing this type of pass during an emergency, a Special Agent will be dispatched to escort the employee to the point where the service is required.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

~~TOP SECRET~~  
Security Information

~~TOP SECRET~~  
~~Security Information~~

This Agency has requested the District of Columbia Office of Civil Defense for the issuance of an appropriate pass which will identify [redacted] as a liaison official between this Agency and [redacted]. It is considered necessary that [redacted] have unrestricted travel during an emergency between his home and office which is located in the Department of Justice Building.

b6  
b7C  
b7D

Due to the fact that all Bureau employees are issued appropriate identification cards and also because of the Group Leader Plan which will serve to mobilize employees during any type of emergency, this Agency is not participating in the defense plan which calls for the registration of all Government employees in the Washington, D. C. area through the use of the U. S. Mail service. All employees will be urgently needed to perform emergency duties of an internal security nature in harmony with this Bureau's current responsibilities.

#### G. COMMUNICATIONS:

Telephone, teletype and radio facilities are installed at the relocation site but are not connected. Mobil radio equipment, including walkie-talkie, and automobile, as well as emergency generators are available at all terminal facilities.

A micro-wave terminal is planned at the site to connect with similar installations of other official agencies. Construction is expected to begin in the near future. A temporary radio-telegraph circuit has been established at the relocation site for communication with the White House Signal Branch until such time as the micro-wave installations are completed.

In addition, an emergency radio telegraph system is available between Washington and the various field divisions as reflected in the attached chart "FBI Radio Communications Network."

At certain of the larger field divisions, 250 watt FM voice radio stations have been installed to provide communications for the control of investigative operations within the respective metropolitan areas. See attached chart "Installed and Approved FM 250 Watt Radio Station Systems."

This Agency also has in operation a teletype system between field divisions and headquarters in Washington, D. C. See attached chart "FBI Teletype Network."

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

#### H. DRILLS OR TRAINING:

1. Red Cross instructions in first aid are being made available to employees.

~~TOP SECRET~~  
~~Security Information~~

~~TOP SECRET~~  
Security Information

2. Practice air raid drills are held periodically in all space occupied by this Agency.
3. Weekly tests are made between the White House Signal Branch and this Agency's emergency CW radio-telegraph circuit located at the relocation site.

I. VITAL RECORDS

The reproduction and dispersal of vital records (personnel fingerprints, personnel administrative data, security indices) have been completed. These records are maintained under the supervision of the Special Agent in Charge of the FBI Office located at 1010 Federal Office Building, Omaha, Nebraska.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

~~TOP SECRET~~  
Security Information

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: September 9, 1952

FROM : L. J. GAUPNER

SUBJECT: WAR PLANS  
EMERGENCY RELOCATION SITE

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Headquarters File 506

Attached is information describing additional provisions to our basic document dated October 8, 1951, submitted to the Honorable David H. Stowe, Administrative Assistant to the President. This information was requested by A. Russell Ash, Chairman, Ad Hoc Committee on Alert Planning, in order that this Agency can study with a view to relating current provisions to final plans formulated for action of the President in the event of the emergency in question.

I had the opportunity to personally discuss the attached information with Mr. Ash (former Special Agent) in the presence of Special Agent O. H. Bartlett of the Liaison Section. Mr. Ash informed me that the attached material will adequately provide the President with information concerning our emergency relocation plans.

RECOMMENDATION

It is recommended that the attachments be approved and forwarded to Special Agent O. H. Bartlett for delivery to Mr. Ash no later than the close of business on September 10, 1952.

Attachments

LJG:gt

RECORDED-86

EX-25

SEP 15 1952

619  
66 SEP 22 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RH*

DATE: September 9, 1952

FROM : Mr. Conrad *Conrad*SUBJECT: BUREAU WAR PLANS  
MICROWAVE RADIO EQUIPMENT*EMERGENCY NEED, URGENT FOR SUB*

The Bureau has been requested to furnish instructions for delivery of Microwave radio equipment being purchased as a part of the Critical Agencies Microwave Network from Motorola, Inc. Because of the highly confidential nature of the intended use of this equipment there is some question as to what instructions should be furnished for delivery of the equipment. At the time of the purchase of this equipment it was my belief that to afford maximum security it would have been desirable to make the purchase under a fictitious cover name. However, the Bureau did not feel that such precautions were necessary and accordingly the purchase was made in the name of the FBI. Since the purchase of the equipment was made in the Bureau's name it is believed that we now should request Motorola to make delivery directly to the Bureau.

RECOMMENDATION:

It is recommended that Motorola, Inc., be advised to make delivery of this Microwave radio equipment directly to the Bureau.

*WVB*  
WVB:np *np*

*9-10 OK if Remington Inc. space.*  
*RH*

*Bellevue to:*  
*Bellevue Bldg,*  
*9th H*

RECORDED-77

INDEXED-77

EX-164

*per Mr. Neumann*  
*9/15/52*  
*ajm*

*info given to 6-17381-161*  
*A.C. Long*  
*SEP 18 1952*  
*Motorola 9/16/52*  
*ajm*

*619*  
55 SEP 23 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

*B*

*7-ajm*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *HB*

DATE: September 17, 1952

FROM : Mr. Conrad *JWC*SUBJECT: BUREAU WAR PLANS  
CONTRACT FOR MICROWAVE EQUIPMENT

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

PURPOSE:

The purpose of this memorandum is to obtain a decision on what type of security clearance is necessary for employees of Motorola, Inc. who will of necessity deal with our contract to purchase equipment for the Bureau's terminal in the Critical Agencies Microwave Network, which has been classified as "Security Information - ~~Secret~~." *JWC B. Conrad*

BACKGROUND:

You will recall that the equipment for the Critical Agencies Microwave Network was engineered as a complete system by Motorola, Inc. to issue complete compatability of all individual terminals. [ ] has placed the contract with Motorola for equipment for the other agencies in the network except the FBI; however, as you know, it was the Bureau's decision that we negotiate our own contract with Motorola rather than to obtain our equipment from [ ] on a transfer of funds. Inasmuch as the contract for the Microwave equipment is in the name of the Bureau rather than a cover name, it is apparent that Motorola employees who deal with the contract will know that the FBI will be one of the participants in a Microwave system to be set up in the Washington area. *b7E*

DEVELOPMENTS:

[ ] of Motorola, Inc. who is negotiating the contract with [ ] of the Department called my office to ascertain what precautions his company would have to take to comply fully with our security regulations. He was informed that the question would be referred to the appropriate officials and that he would be advised. [ ] advised that a minimum of two and a maximum of six employees of Motorola would have to be cleared to allow handling of the contract. He stated that these same employees have previously had *b6 b7C*

RECOMMENDATION:

It is recommended that a decision be made as to what type of clearance is necessary for the employees of Motorola, Inc. who will handle our Microwave contract. Inasmuch as the installations at some of the other locations are already under way it is suggested that this matter be given expeditious attention to avoid any delay in the furnishing of the equipment by Motorola.

*Motorolas should be advised  
we require a "Secret" clearance.*

b6  
b7C

*P*  
*9/17/54*

*[redacted] of Motorola was  
advised 9/18/54. He will furnish  
the names and [redacted] numbers of the  
personnel involved.  
Ayle*

b7E

*7-Ayle*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RM*  
 FROM : I. W. Conrad *JWC*  
 SUBJECT: ~~EMERGENCY PLANS MICROWAVE NETWORK~~

DATE: September 9, 1952

PURPOSE

*Emergency Plans For Sec*  
*1300000 W. Plan*

To propose that the Bureau approve sending 2 technical employees of this section to Motorola, Inc., at Chicago for a period of 2 weeks to attend free of charge a special school designed to furnish maintenance, construction and technical procedures on Motorola microwave equipment which will be installed in the security agencies microwave network of which the Bureau is a part.

BACKGROUND

The President has directed the critical security agencies including the Bureau to establish a microwave radio network between the emergency relocation centers of these agencies. The Bureau has contracted for such equipment. Delivery is due very shortly. Motorola, Inc will install the equipment for the entire network including the Bureau. Inasmuch as we have no other microwave equipment at this time and further by virtue of the fact that microwave techniques, procedures, and technical maintenance departs from the usual radio trouble shooting techniques, it is imperative that we prepare to handle our maintenance responsibilities in this field. The curriculum of the school has been tailored to be most effective for those employees who will be responsible for the actual trouble shooting and maintenance of the equipment involved.

Motorola, Inc is offering a 2 weeks special maintenance school beginning on or about 9-22-52 in their Chicago, Illinois, plant free of charge to employees of those agencies which will receive Motorola microwave equipment assigned to this network. It is my belief that the Bureau should take advantage of this offer. In order to have some depth of personnel in this type of assignment, I believe 2 men from the section should be so trained at this school.

RECOMMENDATION

Accordingly, it is recommended that the Bureau approve sending SA G. L. Davy and Radio Engineer W. E. Stahl to the Motorola school at Chicago on or about 9-22-52 for the purpose outlined above. In the event approval is granted I will handle any further necessary arrangements with [redacted] of the local Motorola District Office.

RLM:vrh

RLM

51 OCT 6 1952

2 - RECORDED - 159

9-12-52

INDEXED - 159

SEP 24 1952

9/12

PERS. FILES



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *PH*

DATE: August 28, 1952

FROM : Mr. Conrad *JWC*SUBJECT: BUREAU WAR PLANS *Emergency Headquarters for S.O.G.*  
CRITICAL AGENCIES MICROWAVE NETWORK

Tolson	<input checked="" type="checkbox"/>
Ladd	<input checked="" type="checkbox"/>
Clegg	<input checked="" type="checkbox"/>
Glavin	<input checked="" type="checkbox"/>
Harbo	<input checked="" type="checkbox"/>
Rosen	<input checked="" type="checkbox"/>
Tracy	<input checked="" type="checkbox"/>
Mohr	<input checked="" type="checkbox"/>
Tele. Rm.	<input checked="" type="checkbox"/>
Hesse	<input checked="" type="checkbox"/>
Gandy	<input checked="" type="checkbox"/>

A meeting was held in the office of Russel Ash, Chairman of the Ad Hoc Committee for Alert Planning in the National Security Resources Board, concerning the problem of tying the Critical Agencies Microwave System into the AT&T land line facilities during an emergency to provide maximum flexibility. After discussing the matter with Mr. Bartlett of the Liaison Section and Mr. McGuire of the Communications Section, the meeting was attended by A. J. Baker of the Laboratory.

It was proposed by [redacted] of the Federal Civil Defense Administration that during an emergency much greater flexibility of communications could be had if arrangements were made to cross-connect the land line facilities into the microwave system. The various technical problems which would be involved were discussed at some length as well as the question of necessary coordination with the telephone company.

Mr. Ash advised that he would direct a memorandum to the members of the Ad Hoc Committee on Alert Planning with a request for each agency's views on a proposal for a representative from each agency to meet with [redacted] of AT&T to discuss the problem.

It appears, from the Laboratory standpoint, that the cross-connecting of the land line facilities and the microwave system in an emergency would be a desirable feature, although it is recognized that certain other factors, such as security problems and the fact that the land lines to the Bureau relocation center are under the control of an independent telephone company rather than AT&T, must be taken into consideration.

AJB:np

Page 1

RECORDED - 79

INDEXED - 79

12

SEP 13 1952

Continued next page

1 - Mr. Bartlett - Rm. 7647  
1 - Mr. McGuire - Rm. 5640

60 OCT 13 1952

Memorandum to Mr. Harbo

Page 2

It is suggested that if the proposed meeting between [ ] and representatives from the various Critical Agencies is held, that someone from the Communications Section who is fully cognizant of our existing arrangements for land line facilities at Shepherdstown be present.

b6  
b7C

McGuire  
advises he  
will attend.  
9/8/52  
JWC

RH

WZ, me  
8/29



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : MR. CLEGG *he* ✓

SUBJECT: WAR PLANS - EVACUATION

DATE: 9/12/52

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Nichols \_\_\_\_\_

Belmont \_\_\_\_\_

Glavin \_\_\_\_\_

Harbo \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Rm. \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

(m)

This memorandum is one of a monthly series advising as to incomplete items relative to War Plans:

1. Communications:

*9/16/52  
10883  
\$17,197*

In connection with the specifications for micro-wave equipment which will link the critical agencies in their evacuation quarters, the Department is negotiating a contract with the Motorola Company regarding the micro-wave equipment. Mr. Callahan is personally following and will advise. On September 9, 1952, he personally pushed this matter with the Department.

2. First Aid:

First Aid Training classes at the Seat of Government have been abolished for the balance of the present fiscal year. However, there is now a First Aid class in session and it will continue until completion on September 24 next.

LPH:FMB  
*By M*

RECORDED - 79

ENCLOSURE

166-17381-166

13 SEP 29 1952

UNRECORDED COPY FILED IN 61-17381-166

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *PH*

DATE: September 23, 1952

FROM : I. W. Conrad

SUBJECT: *O* BUREAU WAR PLANS *Emergency Headquarters*  
~~MICROWAVE RADIO EQUIPMENT~~ *For S.O.G.*

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Clegg	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Mohr	_____
Tele. Rm.	_____
Nease	_____
Gandy	_____

Reference is made to my memorandum dated 9-16-52 outlining reasons why, and recommending that the Bureau furnish Motorola, Inc., Chicago, Illinois, a cover name to which the Bureau's microwave equipment could be shipped here in Washington. In accordance with your instructions [redacted] local Motorola representative handling the entire security agencies' microwave contract, was contacted and his opinion solicited concerning the shipment of FBI microwave equipment to the site at Shepherdstown as needed by Motorola. His reaction was negative on 2 counts: #1, FBI microwave equipment is an integral part of an entire microwave system which system is classified for security purposes. Shipping our portion of this network to Shepherdstown would locate geographically one of the operating points of this system. Motorola people at the factory handling crating, labeling and shipping would necessarily recognize this fact. This would jeopardize over-all security of the entire system. In this connection, [redacted] will have their portion delivered to a "drop" under a cover name. #2, Motorola Inc., cannot see how commercial billing could be satisfactorily handled insofar as the paper work was concerned with our fiscal people under the present contractual agreement wherein they will bill upon delivery. [redacted] was opposed to such a procedure for the above-stated reasons. Secondly, an inquiry was directed to him as to the use of Motorola as a cover name at the Redskin Building. [redacted] advised that this could not be done inasmuch as Motorola, Inc., does not do business of this type in the District of Columbia, therefore they would become liable to corporate tax requirements of the District if they ship material addressed as above.

[redacted] further advised that the equipment was going through final tests today with completion tonight. He stated the factory procedure was to ship such completed equipment within 24 hours. Accordingly, it is important from a liaison contact standpoint that we do all that we can to expedite shipping instructions to [redacted]

RECOMMENDATION

INDEXED - 79

RECORDED - 79

66-17381-167

Accordingly, it is recommended as in the previous memo of 9-16-52 that a cover name be arbitrarily selected at the Redskin Building address and that [redacted] be advised as expeditiously as possible as to the exact name and address which should appear on the shipping labels.

RLM:vrh

*He was advised by R.L. Miller to ship to:*
*Miller*  
*10/2*
*PH*

OCT 6 1952  
69

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo

DATE: September 16, 1952

FROM : Mr. Conrad

SUBJECT: BUREAU WAR PLANS *Emergency Headquarters For S.O.G.*  
MICROWAVE RADIO EQUIPMENT

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Mohr	_____
Harbo	_____
Rosen	_____
Tracy	_____
Tele. Rm.	_____
Nease	_____
Gandy	_____

Reference is made to my memorandum to you dated September 9, 1952, a copy of which is attached, recommending that delivery of the Microwave equipment be made directly to the Bureau. The memorandum was approved and the Chief Clerk's Office directed that the equipment be shipped to the Redskin Building storage space. This information was given to [redacted] of Motorola, Inc.

b6  
b7C

This afternoon [redacted] called at my office and explained certain internal paper work procedures of the Motorola plant which put an entirely different light on the matter.

With every order a number of invoices are made up and used for various internal control functions in the plant. Each invoice bears a "Sold to:" and a "Ship to:" block. Since these papers float all around the factory it would be almost impossible to obtain a security clearance for all the people who might have occasion to see the invoice. [redacted] suggested that the "Sold to" block on the invoices be marked with a code number [redacted] which has been assigned to the project for production purposes in the plant. He further suggested that the "Ship to:" block bear some individuals name and the address of the warehouse in the Redskin Building.

If this procedure is followed, no employee in the Motorola Company will know that the FBI is buying the Microwave equipment except the few high-placed officials in the office who have access to the contract itself. A separate memorandum is being prepared concerning security clearances for these few people.

Attachment

AJB:np

RECORDED - 79

Page 1

Continued next page

memo Conrad to Harbo  
70 OCT 17 1952  
71 OCT 15 1952

166-17381-168  
SEP 30 1952

Ry

Memorandum to Mr. Harbo

Page 2

It is noted that the purchase order for the equipment has been issued by the Department and the equipment is ready for final testing and shipment.

RECOMMENDATION:

It is recommended that Motorola be directed to ship the material to a cover name at the address of the Redskin Building.

*RH*

COPY/np

Mr. Harbo

September 9, 1952

Mr. Conrad

BUREAU WAR PLANS  
MICROWAVE RADIO EQUIPMENT

The Bureau has been requested to furnish instructions for delivery of Microwave radio equipment being purchased as a part of the Critical Agencies Microwave Network from Motorola, Inc. Because of the highly confidential nature of the intended use of this equipment there is some question as to what instructions should be furnished for delivery of the equipment. At the time of the purchase of this equipment it was my belief that to afford maximum security it would have been desirable to make the purchase under a fictitious cover name. However, the Bureau did not feel that such precautions were necessary and accordingly the purchase was made in the name of the FBI. Since the purchase of the equipment was made in the Bureau's name it is believed that we now should request Motorola to make delivery directly to the Bureau.

RECOMMENDATION:

It is recommended that Motorola, Inc., be advised to make delivery of this Microwave radio equipment directly to the Bureau.

WWB:np



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 9/26/52

FROM : W. R. GLAVIN

SUBJECT: WAR PLANS - EVACUATION  
ADMINISTRATIVE DIVISION

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Emergency Headquarters for 564*

In connection with plans for evacuation of headquarters, the following Agent Supervisors in the Administrative Division have been assigned the responsibility of maintaining contact with and taking care of the needs of the families of the employees in your office who are to be evacuated to our relocation site:

EMPLOYEES TO BE EVACUATED

JOHN P. MOHR

R. C. Gresham

G. C. GEARTY

SUPERVISOR DESIGNATED TO MAINTAIN CONTACT WITH FAMILY

W. E. Leishear

F. D. Hereford

W. S. Hyde

L. J. Gauthier

C. A. Harris

W. S. Tavel

b6  
b7C

RECORDED - 123

LJG:us

CC: W. E. Leishear, W. S. Hyde, F. D. Hereford, L. J. Gauthier,  
C. A. Harris and W. S. Tavel

OCT 11 1952

62 OCT 7 1952  
619

EX - 69  
11

~~TOP SECRET~~  
Security Information

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : L. J. GATTHIER

SUBJECT: WHITE HOUSE COMMUNICATION

DATE: September 19, 1952

DECLASSIFICATION AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
DATE 4/14/2010

INFORMATION CONCERNING EMERGENCY RELOCATION  
PLAN ESSENTIAL HEADQUARTERS, FUNCTIONS OF  
THE EXECUTIVE BRANCH

BUREAU OF PLANS EMERGENCY  
HEADQUARTERS FOR D.D.C.

Mr. David H. Stowe, Administrative Assistant to the President advised in his letter to the Director dated September 16, 1952, that the President had approved an emergency relocation plan for the executive branch in order to provide for continuity of essential activities in the event of attack, or in anticipation of attack, upon the Washington, D. C. area.

In response to the request made by Mr. Stowe during the month of September, 1951, the Bureau submitted to the President's Assistant on October 8, 1951, detailed information pertaining to our plans formulated for emergency operations at a predetermined relocation site outside of Washington, D. C. Subsequent information has been furnished to Mr. Russell Ash (former Special Agent) which described additional provisions subsequently formulated in connection with the Bureau's basic document. The most recent information submitted to Mr. Ash is dated September 10, 1952. Mr. Ash is Chairman of the Ad Hoc Committee on Alert Planning, Executive Office of the President, National Security Resources Board, Washington, D. C.

Mr. Stowe advised that since our operation plans have already been formulated, the enclosures attached to his letter were intended for information purposes in order that we may consider the advisability of incorporating into our plans such portions of the over-all plan as is deemed necessary. In order to clarify this statement which I feel represents the thinking of Mr. Ash, the Committee on Alert Planning has to date received and reviewed the plans submitted by the following key critical agencies:

FBI.

b7E

. As a result, various portions of plans submitted by these Agencies have been incorporated in the Bulletin and Letter of Information forwarded to the Bureau by Mr. Stowe at this time. Our basic plan as well as the plans of the other key agencies have been approved by the President. Apparently the President has made the observation that there is a need for maximum coordination of emergency operations plans between the more sensitive departments and agencies.

RECORDED - 123  
INDEXED - 123

~~TOP SECRET~~  
Security Information

OCT 6 1952

LJG:gt

EX - 103

Memo to Mr. Glavin (continued)

The Bulletin and Information Copy submitted by Mr. Stowe requires detailed study for the purpose of considering such portions of the President's over-all plan which the Bureau may deem necessary and advisable to make in our basic emergency relocation plans.

It is felt that the receipt of Mr. Stowe's letter, which does not require an answer at this time with regard to the subject matter involved, should be acknowledged as soon as possible in conformity with the Director's policy concerning matters of this nature.

RECOMMENDATION

- 5 sent  
forward.
- Det. 1. It is recommended that the attached letter to Mr. Stowe go forward.
2. It is also recommended that the attached information from the White House be returned to the Administrative Division as soon as possible after the necessary preliminary review has been made in order that a detailed analysis and recommendations can be made.

Jayner  
5/9/19  
✓  
I concur.  
H.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *PH*  
 FROM : I. W. Conrad  
 SUBJECT: EMERGENCY PLANS

DATE: September 26, 1952

BUREAU WAR PLANS - *Emergency Headquarters*

Remy memo dated 4-15-52 concerning the stated need for additional storage space in the vicinity of Shepherdstown, West Virginia, to accommodate the installation of radio transmitting and receiving equipment presently on order and the Executives Conference approval dated 4-29-52.

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

A quantity of the above-mentioned equipment has arrived and is presently located in the new storage space at 9th and H Street, NW. Large transmitters, a part of this same order, will not be delivered for several months.

Accordingly, due to the necessity to curtail expenses plus the ready availability of space at the 9th and H storage building it will not be necessary for the Chief Clerk's office to arrange rental of storage space near the relocation center at present. Due to the poor security afforded the storage of relocation center communications equipment in Washington on a long-range basis, the question of acquiring additional storage space outside of the city will again be raised at the time of delivery of the large transmitters which in themselves will pose a space problem even in the new storage building.

RECOMMENDATIONS

1. That the Chief Clerk's office be advised of the above change in emergency planning,
2. That the question of additional space be raised with them at a later date.

RLM:vrh

RECORDED - 123

166-17381-171  
OCT 6 1952

EX - 103

OCT 9 1952  
619

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *✓*

DATE: 10/13/52

FROM : *710* *C* H. H. Clegg*BUREAU*SUBJECT: WAR PLANS - EVACUATION

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Clegg	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Mohr	_____
Tele. Rm.	_____
Nease	_____
Gandy	_____

*Emergency Headquarters for Sub*

This memorandum is one of a monthly series advising as to incomplete items relative to war plans.

(1) Communications

The contract for the micro-wave equipment, which will link the critical agencies in their evacuation quarters, has been let and partial delivery of this equipment has been made. On 10/13/52, Mr. Conrad advised that installation of the equipment will begin at an early date.

(2) First Aid

First Aid training classes at the Seat of Government have been abolished for the balance of the present fiscal year as an economy measure.

FHS: EHW

*388*

RECORDED - 54

EX. - 13

166-17381-172

13 OCT 15 1952

*F109*  
 66 OCT 29 1952

UNRECORDED COPY FILED IN 66-17382-1

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON ✓

DATE: October 17, 1952 ✓

FROM : W. R. Glavin *WRG*SUBJECT: *BUREAU WAR PLANS**Emergency Headquarters for SOG.*

*Out* Pursuant to the Director's request, there is attached a suggested memorandum to the Attorney General with a carbon copy for Mr. Ross L. Malone, Jr., Deputy Attorney General, setting forth the Bureau's war emergency relocation plans and when these plans were perfected by the Bureau.

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

RECORDED-1

Attachment

NPC:jmr *fm*

EX-66

166-17587-173 ✓

13 OCT 20 1952

66 NOV 01 1952

TWG *WRG*

~~SECRET~~  
~~Security Information~~

THE ATTORNEY GENERAL

October 17, 1952

DIRECTOR, FBI

RELOCATION PLANS  
FEDERAL BUREAU OF INVESTIGATION

In order that you might be informed of the plans in effect by this Bureau for relocation in the event of an enemy attack on Washington, D. C., I wish to point out that in June, 1950, surveys were conducted of the surrounding areas on a most discreet basis to locate suitable quarters for the continuity of essential activities in the event of attack or in anticipation of attack upon the Washington, D. C. area.

As a result of these surveys this Bureau has perfected arrangements for continuing its activities at Shepherd College, Shepherdstown, West Virginia, which is located 65 miles from Washington, D. C. by way of highways on the Maryland shore of the Potomac and 77 miles by roads on the Virginia shore. There are five highways converging from all directions into this town.

A representative of this Bureau appeared before the West Virginia State Board of Education on September 20, 1950, and in a closed session final arrangements were perfected which would permit the entire facilities of the college, both its grounds and buildings, to be made available immediately upon notice for emergency operations of this Bureau. [redacted] President of the College, was designated and empowered by the Board of Education to consummate arrangements with this Bureau in the implementation of these plans. As a result of these arrangements, communications equipment has been installed on a most confidential basis in buildings located on the campus and [redacted] and this Bureau are the only ones who are familiar with this arrangement and it is installed in such a manner that it can be placed into an immediate operation within an hour or two after occupation of this site by this Bureau. In addition, arrangements have been perfected with the owner of a nearby location for the setting up and operations of a micro-wave radio installation in order that our relocation headquarters can be in constant contact with the relocation centers of other key critical agencies.

b6  
b7C

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

The Bureau's plans have since been formulated and coordinated through the [redacted] Ad Hoc Committee on Alert Planning, Executive Office of the President, National Security Resources Board of Washington, D. C.

RECORDED - 75  
INDEXED - 75

174

It will be done only upon instructions from the President.

EC: Mr. Ross Malone (sent separately)

NPC/gt

~~SECRET~~  
~~Security Information~~

~~SECRET~~  
~~Security Information~~

Memorandum for the Attorney General

October 17, 1952

It is pointed out, in order that you might consider the security nature of this information set out above, in a communication dated September 10, 1952, from the Chairman of the National Security Resources Board which deals with certain phases of this subject, that it has placed a "SECRET - Security Information" classification on material relating to this subject which is being disseminated to government agencies for consideration as to being made to the National Security Resources Board, and in this communication have stated that ".....information of a more highly classified nature has been placed in this letter and should only be discussed with persons properly cleared to receive it....."

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

~~SECRET~~  
~~Security Information~~



MR. ROSS L. MALONE, JR.  
Deputy Attorney General

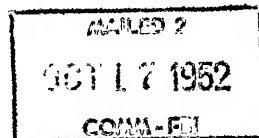
October 17, 1952

DIRECTOR, FBI

There is attached hereto a copy of a communication directed to the Attorney General today regarding the Bureau's relocation plans in the event of an enemy attack on Washington, D. C.

RECORDED - 75

66-17381-175



Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

OCT 17 11 43 AM '52  
U.S. DEPT. OF JUSTICE  
DIRECTOR

66 OCT 24 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

FROM : L. B. Nichols ✓

SUBJECT: BUREAU WAR PLANS

DATE: October 16, 1952

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Nichols \_\_\_\_\_

Belmont \_\_\_\_\_

Glavin \_\_\_\_\_

Harbo \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Tele. Rm. \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

*Emergency Headquarters File 506*

For record purposes, [ ] of the Long Lines Division of AT & T, contacted Mr. McGuire to inquire as to whether the discontinuance of Teletype Circuit 7040 (This is the West coast leased line teletype circuit which we discontinued) which had been disconnected also would mean the disconnection of the emergency standby teletype circuit from Shepherdstown, West Virginia, to our various Field Offices. [ ] was advised this was not so as the Bureau had merely ordered out Circuit 7040.

The standby link from Shepherdstown to the [ ] Test Room into the Baltimore Test Room was to stay intact as we would still, in an emergency, be able to reach our Field Divisions out of the Baltimore Test Room by TWX rather than by leased line.

[ ] stated he felt that was absolutely correct but he would have the matter checked thoroughly as it would require certain instructions of the Telephone Company to be revised in order to reflect the discontinuance of Circuit 7040 in so far as the emergency plans of the Bureau at Shepherdstown are concerned.

cc - Mr. Glavin  
Mr. Clegg

JJM:ptm

RECORDED - 75

166-17381-176  
OCT 21 1952

EX-73

60 OCT 24 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo

DATE: September 11, 1952

FROM I. W. Conrad

SUBJECT: ~~DEFENSE~~ WAR PLANS

~~MICROWAVE RADIO NETWORK~~

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

## PURPOSE

The purpose of this memorandum is to introduce some new information pertaining to the Bureau's pending microwave system plans which facts it is believed warrant re-evaluation at this time of the security level now desired at Shepherd College in light of the pending action now necessary, the present international situation, our security experience to date with the college administrative personnel and finally in light of SAC Letter 83 dated 8-29-52 concerning the critical shortage of funds. Re-evaluation at this time will necessarily direct the course of action to be taken with respect to the installation of the Bureau's microwave equipment presently on order.

## BACKGROUND SUMMARY

As you know, the President has directed that the critical agencies provide microwave radio connections between their respective relocation headquarters which radio links will handle both telephone and teletype communications. Orders have been placed with Motorola, Inc. which company has the responsibility of engineering the network, installing the equipment, tower, antennas, and necessary buildings required. Delivery is scheduled for the very near future.

Telephone and teletype facilities for the Bureau's relocation center are established in a locked basement room in the main administrative building of Shepherd College. CW radio equipment is also located therein which can be broken out in an emergency and a receiving station established in the present girls dormitory with radio controlled CW transmitters located at a site some 6 miles distant. When plans for the microwave network were made known to the Bureau, because of the very tight security restrictions placed on the Bureau's connection with the college, it was considered impossible to place the microwave equipment on college property without jeopardizing such security. Accordingly, surveys were made at the vicinity of Shepherdstown for the purpose of locating a tentative site as close to the college buildings as possible (in order to keep the two 26 pair interconnecting cables between the microwave termination building and the basement room short in length). Such a tentative site was located on the Potts estate adjoining college property. A CW radio station acting as an interim emergency installation of the microwave equipment also was established in a small brick building on the Potts estate and is presently operated by Bureau radio personnel.

EX-1:

RECORDED - 117

OCT 23 1963

Subsequently the Motorola engineers conducted terrain surveys over the microwave path from the tentative Potts estate site to Fort

IWC:yrh 6: NOV 4 1952 10:30/3/52

Memorandum to Mr. Harbo

September 11, 1952

[redacted] in the vicinity of [redacted] where Bureau microwave circuits tie into the Security Agencies Network. Their preliminary survey established that approximately a 100 foot steel antenna tower would be necessary on the Potts estate site in order to clear intervening hills and obstructions. On the basis of present plans of this project, the Motorola Company will install such a tower, along with a building to house the equipment, on the Potts estate site unless some alternate course is desired by the Bureau.

b6  
b7C  
b7E

Final engineering study to determine the exact location on the Potts estate has not been completed. Since the decision to locate on private property rather than on school property was based primarily on security factors, (namely the desire to limit knowledge of FBI interest in the school to [redacted] and the school Board, recognizing that the installation on private property would be somewhat more expensive) and since for reasons set out below, it is felt this security restriction properly may be relaxed at this time, it is considered desirable to raise at this time for review and reconsideration the question of whether final installation should be made on school property or on private property.

#### DISADVANTAGES TO LOCATING ON SCHOOL PROPERTY

The principal disadvantage to locating on school property is that such location would undoubtedly involve somewhat more extended knowledge of the Bureau's connection with the school. However, the following factors are pertinent in evaluating such relaxation:

1. Recent decision has been made by the National Security Resources Board to advise the necessary officials of the telephone company of the existence of the microwave system and the location of all relocation sites. This represents a practical relaxation of former security restriction although not accompanied by a corresponding down grade in classification.
2. The Bureau's plans have been furnished the White House and NSRB in detail and have received fairly wide dissemination in the various sub-committees of NSRB.
3. Appropriate officials of the Motorola Company, by virtue of their contract to install the microwave system for the various security agencies are aware of the microwave system plans and the general location of all relocation sites and their occupants.
4. Accordingly, the only major security factors involved

September 11, 1952

in moving on school property would be:

- a. permitting Motorola officials to know of FBI connection with the school (Motorola already knows FBI's plans to locate somewhere in Shepherdstown).
- b. a few additional school officials and teachers undoubtedly would become aware of FBI connection with the school and with the radio installation, although the general public would still be told only that the station was an installation of Motorola Company, in accordance with our presently arranged cover.

ADVANTAGES TO LOCATING ON SCHOOL PROPERTY

The primary advantages are an increase in physical security resulting from shorter wires and cables and an estimated reduction in cost of a few thousands dollars. Detailed items are listed as follows:

1. Cost of foundation and building to house the equipment would be eliminated.
2. Monthly recurring rental charges would be eliminated.
3. The uncertainty of tenure of Bureau emergency communications operations in this vital network on rented ground where our existence is at the whim of the land owner could possibly be eliminated by more firm arrangements with the college now that we have gotten along with them over a period of time in an agreeable manner.
4. More security from vandalism could be arranged at a lesser expense.
5. A short antenna tower on the roof of the Science Building, for example probably would suffice thereby effecting a savings.
6. The radio path from the school location to the  is believed to be technically superior. b7E
7. Interconnecting cables from the equipment to the basement room occupied by the Bureau would be short and secure from normal disruptive dangers otherwise inherent in running two 26 pair telephone cables through the town and country on telephone poles.

Memorandum to Mr. Harbo

September 11, 1952

8. There would be a considerable saving in power line expense in the event space could be located in a building suitable to accommodate the equipment.

RECOMMENDATION

Accordingly, in light of the above facts, it is recommended that the Bureau re-evaluate the desirability of establishing our radio equipment directly on the college grounds, prior to final installation. As indicated above, the major price paid would be a slight relaxation of security of the Bureau's plans and the major gain would be increased physical security and reduced cost. Preliminary engineering studies indicate the installation probably would be feasible on college property although the subject has not been given final engineering study since the question has not yet been raised with [redacted] It is my personal feeling that from the cooperation and security awareness evidenced by President [redacted] to date that location on school property would probably result in a minimum loss in security and a substantial savings in money. b6 b7C

*ADDENDUM: DJP 9/22/52 - In view of the technical advantages which would accrue to place this on the college building, I favor this proposal, but only if it is not inconsistent with the commitments Mr. Glavin has made to [redacted] and the State Board of Education. The location on the Potts estate is still feasible but less desirable than on the college grounds.* b6 b7C

*ADDENDUM: RTH 10-1-52 - On October 1, the Executives Conference approved Mr. Parsons making a contact with [redacted] to ascertain whether he will agree to placing the microwave equipment on the college property. Present were Messrs. Tolson, Ladd, Glavin, Tracy, Mohr, Laughlin, Rosen, Mason, Gearty, Holloman, Nichols and Harbo.*

*RH*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. HARBO *RH*  
 FROM : *D. J. PARSONS*  
 SUBJECT: WAR PLANS -  
MICROWAVE RADIO NETWORK

DATE: October 13, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*EMERGENCY DISBURSABLES FOR SEC*

Mr. Conrad's memorandum of September 11, 1952, recommended that consideration be given to the possible location of the Bureau's microwave equipment on the college property at Shepherdstown, W. Virginia.

On October 8, 1952, Mr. Millen and I talked with [redacted] and told him that we were exploring all possibilities before a definite decision was made on the location of our emergency equipment. He was obviously not enthusiastic about it being located on a college building or on college property. His principal reason was that in that quiet little hamlet, any mysterious structure might give rise to the feeling that Shepherdstown was becoming a strategic installation and this might affect the enrollment. He further offered that he thought locating it in a less conspicuous place than on college property would be a benefit to the Bureau's security. [redacted] did not give us a flat refusal at the time, but indicated that he would talk to one or more of the members of the State Board of Education and give us a final answer.

b6  
b7C

On Friday, October 10, [redacted] phoned me and said he had discussed this with the Board and they would prefer our not locating this installation on the college property.

On Friday, October 10, Mr. Millen and I talked to Mr. Llwelllyn Potts, the owner of a private estate which adjoins the college property and where we now have our small CW station located. A lease previously has been negotiated with the Potts estate for the location of our microwave equipment in a pasture adjacent to the college property. Since negotiation of the original lease, new developments have indicated the desirability of moving the microwave site to a higher elevation on the Potts estate. The preferred location is within an apple orchard, but there is ample space to make the installation without disturbing any of the fruit trees. We pointed out to Mr. Potts that if the agreement could be changed to permit the installation in the orchard, there would be the definite advantage that a smaller tower could be

RECORDED - 117

66-17341-178

OCT 23 1952

DJP/mek

60 NOV 01 1952

EX-12

*RH*

Memo to Mr. Harbo 10/13/52  
Re: War Plans - Microwave Radio Network

utilized and the installation would be less conspicuous. He was very much in agreement with this proposal and said he would actually favor this change. He pointed out, of course, that his two sisters would have to be consulted since they were joint owners, but he felt there would be no objection on their part.

A final answer is expected from Mr. Potts in the next few days. Upon receipt of this information a definite recommendation can then be made on the location of the microwave equipment.

ADDENDUM: *JWC* 10/17/52

This morning a telephone call was received from [redacted] who advised that after consultation, all owners of the estate were willing to make the change in the original lease, and, indeed, preferred our more recent choice of location.

b6  
b7C

Accordingly, arrangements are being made for engineers to proceed to Shepherdstown Monday, accompanied by representatives from Motorola Company, to begin preliminary engineering work on the microwave installation.

**ACTION:** Appropriate recommendations for modification of the existing lease will be submitted immediately following the preliminary survey. It is not anticipated that there will be any change in rental because of the change in location.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vm*

DATE: 10/16/52

FROM : H. H. CLEGG *HC*SUBJECT: COORDINATION OF FBI WITH DEPARTMENT OF JUSTICE IN  
THE EVENT OF EMERGENCY EVACUATION OF FBI TO  
ANOTHER LOCATION

*At the request of Mr. Holloman, Director's Office, the following information is furnished:*

1. In the event of an emergency, key FBI personnel from the Seat of Government will be evacuated to Shepherdstown, West Virginia.
2. According to Mr. O. H. Bartlett, Liaison Section, the Department of Justice is not considered a key agency and will not be evacuated from Washington, along with the [redacted] etc. The Department of Justice, according to Bartlett, is considered a "mobilization agency," meaning non-sensitive, and in the event the Department of Justice Building should be demolished in an air attack or unsuited for work, the Department of Justice and the Attorney General will set up operations in the [redacted]
3. Coordination of FBI with the Department of Justice will be handled, as follows:

A. Interlocking Plans

The Director, his staff and key personnel already selected will evacuate in the event of an all-out emergency. Driving time to evacuation location at Shepherdstown, West Virginia, is two hours. By the time the Director arrives there, telephone lines, teletype lines and microwave radio facilities will be in operation.

B. Selected personnel in each Seat of Government Division will be evacuated to Shepherdstown, but selected senior personnel will remain in each division to supervise stay-behind employees under orders from the Director, conveyed by telephone, teletype, radio or, if necessary, courier.

C. The Department of Justice would not be evacuated at the time critical agencies leave. Liaison with the Department will be handled by the senior officer in each division remaining in Washington on routine matters, and on important matters from the Director's staff at Shepherdstown, via telephone, through the Bureau switchboard. The same procedure would be followed if the Department moved to the [redacted]

D. The Bureau has not previously been advised by the Department as to any plans to move, even to the [redacted]

619  
ATTN: DMG  
10 SEP 1969

COPIES DESTROYED

10 SEP 30 1969

Tolson  
Ladd  
Nichols  
Belmont  
Glavin  
Harbo  
Rosen  
Tracy  
Mohr  
Tele. Rm.  
Nease  
Gandy

b7E

b7E

[redacted] and such information was obtained by Agent Bartlett through liaison with the National Security Resources Board.

*The Dept is now working on such plans. #*

E. Under date of September 10, 1952, the Attorney General was advised to submit his plans for evacuation and the [redacted] was designated, and the Department was advised that his plans should be separate from the emergency operation plans already formulated for the FBI. b7E

4. In the event the Department evacuates to the [redacted] and the Director, staff, and key personnel are at Shepherdstown, West Virginia, liaison between the FBI group remaining in Washington and the Department of Justice at the [redacted] will be handled as follows:

A. On routine matters the senior officer of each division remaining will do business with the various divisions of the Department.

B. On urgent matters the Director will be in contact from Shepherdstown with the Department by telephone. In the event of telephone failure, radio facilities at Shepherdstown will be used to contact FBI radio facilities at [redacted]

C. Courier service from Shepherdstown, if necessary.

D. Now that the Department has been instructed that its evacuation point will be at the [redacted] it appears desirable to set up liaison among the FBI staff remaining in Washington to handle top policy matters with the Attorney General and his staff, as the Director may instruct. This matter is being considered by the Executives Conference on October 17, 1952, and a recommendation will be promptly submitted as to the identity of FBI personnel, for the Director's approval.

*Expedite, N. ← None + approved by Director for use with White House to handle with military as alternate. M*

RECOMMENDATION: None. For information.

The Executives Conference will promptly submit for the Director's consideration the identity of stay-behind FBI personnel to handle liaison with the Attorney General and the Department.

*Enclosure in 100-4499- way the delay in submitting this?*

Enclosures:

- (1) Copy of "Top Secret" plans submitted by Director to National Security Resources Board Sept. 10, 1952.
- (2) Map showing emergency relocation sites of key agencies. (It is respectfully requested that both enclosures be returned to Mr. Glavin.)

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓  
 FROM : H. H. Clegg ✓  
 SUBJECT: COORDINATION OF FBI WITH  
 DEPARTMENT OF JUSTICE IN THE EVENT  
 OF EMERGENCY EVACUATION OF FBI TO  
 ANOTHER LOCATION

DATE: 10/21/52

✓  
 Tolson ✓  
 Ladd ✓  
 Nichols ✓  
 Belmont ✓  
 Clegg ✓  
 Glavin ✓  
 Harbo ✓  
 Rosen ✓  
 Tracy ✓  
 Mohr ✓  
 Tele. Rm. ✓  
 Nease ✓  
 Gandy ✓

Bureau War Plans Emergency #227-114-1506

The Director has inquired as to why there was delay in recommending a specific person to handle liaison with the Attorney General and the Department in the event the FBI has to evacuate Washington under emergency conditions.

In preparing the memorandum covering this matter, Mason should not have been so brief.

Actually, stay-behind personnel exists in every Division of the Bureau, with an appropriate chain of command, and persons designated to be in charge and to carry on liaison with their regular contacts in the Department of Justice. This has been in effect for many months.

Mason had deliberately delayed in initiating a recommendation for someone to carry on liaison with the Attorney General until there was a definite indication as to where the Attorney General will be located in an emergency. Information to the effect that the Attorney General would be located at the [redacted] was not learned by the Bureau until October 16 and then it came not from the Department, which is still formulating its plans, but from the National Security Resources Board, at the FBI's request.

b7E

It can still only be presumed that the Attorney General may be in Washington, for the President may order the Attorney General to accompany him to [redacted] in which event liaison will, as has been previously planned, be handled through the Bureau's Liaison Section.

EDM:EHW

RECORDED-1

EX-106

866-17381-180

OCT 24 1952

COPIES DESTROYED

10 SEP 30 1969

53 NOV 18 1952

THRESE

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RD*

DATE: October 8, 1952

FROM : I. *W* Conrad*BUREAU WAVE PLANS*SUBJECT: EMERGENCY PLANS  
MICROWAVE NETWORK*EMERGENCY HEADQUARTERS*PURPOSE*FOR SPC*

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

To advise concerning receipt of microwave equipment shipment from Motorola, Inc., Chicago, Illinois.

BACKGROUND

Microwave radio equipment for the Bureau's emergency evacuation center and its corresponding terminals at [redacted] was purchased by the Bureau from Motorola, Inc., by negotiated contract. In order to maintain the ~~top secret~~ security level in the factory this equipment was manufactured and shipped to a fictitious name, [redacted]

In connection with installation of this radio link Motorola engineers will actually install the electronic equipment. Such engineers are in the city October 8, 9, 10 for the purpose of taking a preliminary look at the various microwave sites. A subcontract crew handling antenna tower erections has been working in the area of the other sites for approximately  $2\frac{1}{2}$  weeks. One of these crews is ready to proceed with guy anchors and antenna foundations on the Bureau site at such time as they are so directed. It is my understanding at the moment that all crews are working at [redacted] and will be there at least into next week.

b6  
b7C  
b7E

SHIPMENT RECEIVED

The equipment received at 9th and H Streets at 10:30 am 10-7-52 was as follows:

4 boxes of radio transmitting equipment	981 pounds
1 box parabolic directional antenna	157 "
1 box antenna enclosure-radar housing	430 "
1 box copper cable	170 "
9 boxes of radio transmitter sets	3512 "

Antenna tower sections are being shipped separately and have not been received.

ACTION

RECORDED-30

*166-12387-181*

OCT 27 1952

It is recommended that the Attached consignees memorandum copies from the Acme Fast Freight, Inc., be forwarded directly to the Chief Clerk's office and held pending the receipt of invoices from the Motorola Company concerning payment of the equipment in question.

Attachment

ELM: NOV 01 1952

*attachment removed by Moore Kms 525*

*10/12/52*  
*10/12/52*  
*10/12/52*

## FEDERAL BUREAU OF INVESTIGATION 3-71

Room 5517

10-24

1952

Telephone 333

To:

☒ Mr. Glavin☐ Mr. Beaver☐ Mr. Callahan☐ Mr. Cavanaugh☐ Mr. Clark☐ Mr. Clayton☐ Mr. Davidson☐ Mr. H. L. Edwards☐ Mr. J. E. Edwards☐ Mr. Gauthier☐ Mr. Gunsser☐ Mr. Harris☐ Mr. Hereford☐ Mr. Hyde☐ Mr. Ingram☐ Mr. Johnson☐ Mr. Leishear☐ Mr. Mac Lennan☐ Mr. Masse☐ Mr. Nally☐ Mr. Renneberger☐ Mr. Ring☐ Mr. Rogers☐ Mr. Sullivan☐ Mr. Tavel☐ Mr. Travers☐ Mr. Webb☒ Mr. I. W. Conrad (LAB.)☐ See me☐ For appropriate action☐ Phone me☐ Note and Return

Mr. Glavin: 522 no objections - L. ...  
 has been allocated per records.

(copy retained in file) - 17

W. R. GLAVIN

182

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *RS*  
 FROM : I. F. Conrad *IC*  
 SUBJECT: EMERGENCY PLANS, MICROWAVE SITE LEASE

DATE: October 22, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

SUMMARY

*BUREAU WIRE PLANS*  
*Emergency Plans for Site*

Motorola engineers, under contract to install Bureau's microwave radio station at Shepherdstown, West, Virginia, as a part of the President's security agencies microwave network, have surveyed and approved a site on the Potts Estate which is higher in elevation and therefore technically superior than the original tentative site chosen. The owners agree to and prefer the proposed change in sites. Mr. Llewellyn Potts, owner living at the Estate, has examined the proposed tower and guy anchor locations in the orchard clearing and has given his unqualified approval as to the exact locations of these installations. Bureau now needs to modify present lease papers to include description of location change, statement covering extension of the power line to the site and a statement reflecting that the installation will not interfere with normal operation of the apple orchard. These changes have been made in attached proposed lease. Recommends that Chief Clerk's office execute lease for Bureau. Papers then to be sent to Potts Estate for signatures after which Motorola Company will be advised to proceed without delay on microwave tower and technical installation before bad weather is encountered in the mountains.

PURPOSE

To recommend expeditious Bureau approval on attached modification of present microwave site lease between Bureau and the Potts Estate at Shepherdstown, West Virginia.

REFERENCE

Mr. Parsons memo to you dated 10-13-52 and my addendum of 10-17-52.

DEVELOPMENT

As pointed out in above-mentioned addendum, Bureau and Motorola engineers surveyed the proposed microwave site located in a clearing on the top of a high ridge in the apple orchard on the Potts Estate Monday, 10-20-52. From the engineering standpoint the Motorola engineers, who will erect and install the equipment, indicated a marked preference to the orchard site because of the increased elevation above ground level. A power line to serve the microwave building and

Attachment

RECORDED - 44

166-17381-182

OCT 31 1952

INDEXED - 44

-102

cc - Chief Clerk's Office  
70 NOV 20 1952  
REL: urh

Memorandum to Mr. Harbo

October 22, 1952

associated equipment will have to be extended up the hill through the orchard by means of several poles. No problems of any consequence are anticipated in this regard. Technically, therefore, the Motorola Company engineers are well satisfied with the orchard site, and would like permission to proceed immediately with construction of guy anchors, building and antenna bases. Construction crews are awaiting word to proceed. Location stakes have been driven for the tower and concrete guy anchors thereby completing all preliminary work necessary at the site prior to actual beginning of construction. As indicated in reference memo all owners are willing to change the site and as a matter of fact prefer the orchard location. The only requirement stipulated was that the proposed tower and guy cables not interfere with the spraying and harvesting of the apple crop. Accordingly, upon completion of the transit work by the engineers and the driving of the stakes marking anchor and tower sites, Mr. Llewellyn Potts was taken to the site to examine the proposed locations with specific reference to the apple trees. Mr. Potts stated he was perfectly in agreement with the locations as staked out and thought it would be "ideal for all parties concerned."

A proposed modified lease has been drawn up by this section following exactly the original lease with the exception of including reference to the changed site location, extension of power line facilities and restriction on interference with maintenance of the apple orchard. A rough sketch of the site location with reference to the Potts water tank has also been prepared and is attached to the proposed lease.

#### RECOMMENDATION

Accordingly, it is recommended that the attached modified lease be executed by the Chief Clerk's office for the Bureau as was the previous document. Upon completion it should be returned to the Radio and Electrical Section as soon as possible in order that it can be taken to Shenherdstown, West Virginia, signed by Mr. Llewellyn Potts and mailed expeditiously to the 2 sisters who are now in New York City. As soon as their signatures have been affixed and the Bureau is so notified this section will be in a position to advise Motorola to proceed with the construction without delay in order to complete the installation before inclement weather is experienced in the mountains.

*RJ*

*modified lease, executed by  
CCO delivered to Mr. Llewellyn  
Potts 10/28/52. ajp*

*1-ajp*



Federal Bureau of Investigation  
U. S. Department of Justice  
9th and Pennsylvania Avenue, N.W.  
Washington, D. C.

Gentlemen:

We hereby grant you permission subject however to the conditions, agreements and limitations hereinafter stated, to erect, install, maintain, service and operate at your own cost, expense and risk and without cost, expense or damage to us or our property whatever, a radio tower and a small building of the approximate size of 11 x 12 feet, on our property known as the Potts Estate at Shepherdstown, West Virginia.

1. This agreement shall be in force from month to month from and after the date of acceptance hereof. This agreement may be terminated by either party by written notice delivered by such party to the other party at least 90 days prior to the effective date of such termination. All notices pursuant to the provisions of this instrument shall be deemed to be duly given if delivered to the Potts Estate, Shepherdstown, West Virginia, or the Federal Bureau of Investigation, U. S. Department of Justice, Washington, D. C., as the case may be.

2. The building and radio tower shall be erected by the Federal Bureau of Investigation in the clearing adjacent to the water tank in the apple orchard on the Potts Estate. It is agreed that these facilities shall be erected in such a manner as not to interfere with the hauling, spraying or other necessary operations in conjunction with caring for and harvesting the apple crop.

3. Until such building and radio tower are installed and in operation, we agree that the Federal Bureau of Investigation may have use of the small brick two-bedroom house located on our property to house radio equipment.

4. Notwithstanding any other provision in this letter, we have the right at any time for any reason whatsoever to terminate or revoke said permission granted to you hereunder. In the event that said permission shall at any time be terminated or revoked by us, you shall thereupon within 90 days at your own expense and risk and without cost, expense, damage or injury to us or our property, remove said building and radio tower erected on our property along with equipment installed by you and restore the property where they had been located to its original condition.



5. In consideration for providing the plot of ground on our property and permitting the erection of the proposed building and radio tower, the Federal Bureau of Investigation agrees to pay to the Potts Estate the sum of \$25.00 per month during the period that this agreement is in force.

6. The Federal Bureau of Investigation agrees to obtain a separate metering facility for the electric power consumed at the site and we agree to permit the installation of necessary power poles and power wires subject to the same general conditions with regard to the apple crop set out under paragraph number 2 above.

7. We agree that personnel of the Federal Bureau of Investigation is to have access to the proposed building and radio tower.

Please indicate your acceptance of all the terms and conditions of this letter by signing a copy of this letter at the appropriate space at the bottom and returning it to us. This letter shall not be effective until the receipt by us of such copy of letter containing your written acceptance.

Yours very truly,

Mr. Llewellyn Potts

[Redacted Signature]

b6  
b7C

[Redacted Signature]

ACCEPTED:  
Federal Bureau of Investigation  
U. S. Department of Justice

By \_\_\_\_\_

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON ✓

DATE: 10/17/52

FROM : THE EXECUTIVES CONFERENCE

SUBJECT: LIAISON WITH DEPARTMENT OF JUSTICE IN EVENT OF EVACUATION

*Emergency Headquarters For*  
*E.C.G.*

The Executives Conference on 10/17/52, Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Gearty, Nichols & Clegg being present, considered the matter of liaison with the Department of Justice in the event the Justice Building was destroyed or untenable and the Department moved its headquarters to the [redacted] Building in nearby Virginia, while the FBI was at its evacuation center about 2 hours' travel time removed from Washington.

The Executives Conference unanimously recommended that in the event of such evacuation both by the Bureau and by the Department that the liaison representative with the Department be Mr. E. H. Winterrowd, now assigned to the Investigative Division as Number One Man of the Criminal Section and Special Inquiry Section. As alternate Mr. J. R. Malley, assigned to the Investigative Division as Number One Man of the Accounting, Fraud, Selective Service and Civil Section, was recommended.

In the event the FBI selected staff had gone to its evacuation point and the Department continued to stay in the Department of Justice Building, and the remainder of the FBI Staff not at the evacuation point was also at the Department of Justice Building, the senior representative of each division would continue to carry on its normal conferences on routine matters with the Attorneys of the Department just as Messrs. Rosen, Belmont, and their assistants are handling such contacts at present.

If the Department moves to [redacted] building, then Mr. Winterrowd, or his alternate Mr. Malley, as above recommended, would make those necessary contacts with the Department as instructed by the Director or other Bureau officials.

RECORDED - 90

06 - CIVILIAN

66-17381-183

NOV 4 1952

NOV 9 1952

HHC:HD  
 CC - Mr. Clegg

SAC, Pittsburgh

November 1, 1952

Director, FBI (66-17860)-

**WEST VIRGINIA LICENSE PLATES**

Request for West Virginia Auxiliary Plates for Emergency

It is desired that you obtain a set of West Virginia license plates for a passenger vehicle through your regular source and forward same to the Bureau, attention Laboratory.

The plates will be needed on a continuing basis to provide cover for a car from the SCG going into West Virginia in connection with the Bureau's emergency planning.

AJB:np

NOTE: Above request being made based on oral discussion with Mr. Parsons. It is anticipated that frequent trips will necessarily be made to Shepherdstown in connection with the microwave installation and it is believed that D.C. plates will attract considerable attention in the isolated rural community of Shepherdstown.

*Coordinated  
with Newman  
of CC O.  
11/4/52  
JCS*

AJB

RECORDED - 65

66-17861-184

NOV 6 1952

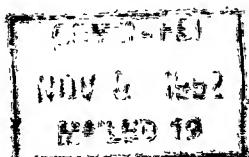
157

RECEIVED NOV 11 1952

FBI

NOV 4 4 27 PM '52

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Candy \_\_\_\_\_



NOV 18 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

DATE: 10/30/52

FROM : The Executives Conference

Present 10/30/52: Messrs.  
Tolson, Glavin, Tracy,  
Harbo, Mohr, Belmont,  
Ladd, Gearty, Holloman,  
Nichols and Mason

SUBJECT: EVACUATION PLANS

✓  
Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Bureau War Plans Auxiliary SPACE FOR S.O.G.

The Conference considered whether the basic facts of the Bureau's evacuation plans should be made available to the SACs in New York, Los Angeles, and Chicago, who are listed in the Bureau's Chain of Command. The Chain of Command consists of the following people in the order named: The Director, Mr. Tolson, Mr. Ladd, Mr. Nichols, the Assistant Directors stationed at the Seat of Government, Assistant Director Connelley, the SACs of New York, Los Angeles and Chicago.

All members present except Mr. Mason felt it undesirable to advise the above-listed SACs because of the possibility that these men will be transferred, and the Chain of Command covers the position of SAC in the above-listed places and not the individual presently serving at that place.

Mr. Mason felt that since it is a possibility that a bombing attack might kill all the members of the Chain of Command residing in Washington and that Assistant Director Connelley might be in Washington or unavailable to assume command, it would be desirable for the above-mentioned SACs to know of the Bureau's basic evacuation plans. He pointed out that at present they have not been informed of the evacuation site or the duties which will be performed at that place.

This matter is being held in abeyance pending the Director's decision.

Respectfully,  
For the Conference

✓  
Clyde Tolson

EDM:ulr  
cc: Mr. Clegg  
Mr. Mohr

I show majority view.

619

68 NOV 20 1952

RECORDED-1

NOV 7 1952

66-17381-185

2-M  
LADD

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓  
 FROM : H. H. Clegg ✓  
 SUBJECT: WAR PLANS--EVACUATION

DATE: 11/13/52

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg ✓  
 Glavin ✓  
 Harbo ✓  
 Rosen ✓  
 Tracy ✓  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Reference is made to my memorandum dated 10/13/52 indicating the status of the items being considered in connection with the possible evacuation from Washington.

All items have been completed with the exception of the following:

(1) Communications

The contract for the micro-wave equipment, which will link the critical agencies in their evacuation quarters, has been awarded to the Motorola Company and delivery has been made except for the tower. [redacted] of the Administrative Division stated that a representative of the Motorola Company has advised that the tower has been shipped from Sioux City, Iowa and should be delivered in the very near future.

b6  
 b7c

On 11/12/52, Mr. I. W. Conrad of the Laboratory advised by memorandum that one of the owners of the property where the equipment was to be located has now objected to the use of the land for this installation. Conrad has recommended that inquiries be made by the Pittsburgh Office to secure another suitable location for the installation of the equipment. This matter has been handled by the Laboratory.

(2) First Aid

First aid training classes at the Seat of Government have been abolished for the rest of the fiscal year as an economy measure.

F

118  
 FHS: EHW

cc: Mr. Harbo  
 Mr. Glavin

RECORDED - 65  
 EX. - 106

66-17381-186

14

62 NOV 26 1952

*[Handwritten signature]*

Emergency Headquarters For S.O.G.

SAC, Pittsburgh

~~PERSONAL ATTENTION~~  
~~CONFIDENTIAL~~

November 5, 1952

Director, FBI

WAR PLANS

66-17381-187

RECORDED-94  
EX-120

In connection with certain phases of the Bureau's war plans the Bureau desires to locate storage space for radio equipment in a Federal building at Martinsburg, West Virginia, if possible. It is desired that you promptly ascertain whether storage space is available at the Post Office Building at Martinsburg or in other Federal space in that city. At present the Bureau would need a minimum of 200 square feet and it is anticipated that as additional equipment is received from the manufacturer the Bureau will need an additional 2,000 square feet between now and June 30, 1953. It is desired that a discreet inquiry be made concerning the availability of part or all of the space needed at Martinsburg. If the desired space is not available in that city similar inquiries should be made concerning the availability of space in Federal buildings in other cities in that portion of the State. This matter should be given prompt attention and your reply should be marked for the attention of the FBI Laboratory.

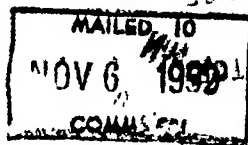
RTH:VH

This pertains to the storage of emergency radio equipment which is on order for storage to be held for possible use at the Bureau's alternate headquarters.

Approved by Executives Conference, November 4, 1952, Messrs. Ladd, Glavin, Tracy, Mohr, Mason, Gearty, Rosen, Belmont and Harbo. RTH:VH

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

60 NOV 21 1952



RECEIVED  
FBI  
NOV 6 12 29 PM '52

Insonable  
Newman 5524 ✓

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *PH*

DATE: October 28, 1952

FROM : I. W. Conrad *JWC*SUBJECT: EMERGENCY PLANS, STORAGE OF SHEPHERDSTOWN  
RADIO EQUIPMENTPURPOSE

To advise Chief Clerk's office of necessity to immediately obtain for security reasons storage space in vicinity of Shepherdstown, West Virginia, for purpose of storage emergency radio equipment recently delivered.

BACKGROUND

Memorandum 9-26-52 relative to the storage of such emergency radio equipment.

DETAILS

Additional radio equipment for emergency radio station at the Bureau's emergency evacuation center has been received and is being held in Washington at 9th and H Streets, Northwest and in the Department of Justice Building pending removal by Chief Clerk's office to a safe area. This equipment is contained in 34 wooden crates with a total displacement of 814 cubic feet. Of course, some of this equipment such as generators cannot be stacked thereby necessitating additional floor space. Some crates weigh between 2000 and 3000 pounds. Attached is a breakdown of the boxes presently on hand showing physical dimensions.

Since the above equipment was ordered for storage at or near Shepherdstown to provide communication from our relocation center in the event Washington became untenable due to enemy action and since the above equipment consists solely of items which would be difficult or time-consuming or impossible to replace in the event they were lost due to bombings, it is my position that they are not serving the intended purpose for which they were purchased unless they are physically stored at Shepherdstown or another point remote from Washington. Some of this order such as 3 kw transmitters, Rhombic antenna kits and teletype machines have not been delivered; however, this does not in any way change the necessity securitywise to remove equipment presently on hand from the Washington area as rapidly as arrangements can be effected by the Chief Clerk's office.

RECOMMENDATION

Accordingly, it is recommended that storage space in the vicinity of Shepherdstown be secured by the Chief Clerk's office for the purpose indicated. In my opinion Clinton and Quantico are undesirable because they also are at or near military targets.

Attachment

IWC:urh

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

EX - 120  
RECORDED - 94

66-17381-187  
NOV 10 1952

INDEXED

7-185

Bureau War Plans Emergency Headquarters For S.O.G.

Attachment

EQUIPMENT ON HAND 10-27-52

(All measurements in inches unless otherwise designated.)

one crate containing Onan generator  
25 kw 230 volt 3 phase.

Engine #456857

Generator #391797

Model #25HN-5R/28K

90x53x39 (108 cubic feet)

gross weight 2256 lbs.

one 25 kw 3 phase 230 volt  
generator

Model #25HN-5R/28K

Engine #456856

Generator #391912

90x53x39 (108 cubic feet)

gross weight 2268 lbs.

one box 25 x 16 x 30 (7.2 cubic feet)

" " 25 x 16 x 30 (7.2 cubic feet)

" " 25 x 16 x 30 (7.2 cubic feet)

" " 25 x 16 x 30 (7.2 cubic feet)

" " 90 x 23 x 30 (36 cubic feet)

" " 90 x 23 x 30 (36 cubic feet)

" " 26 x 25 x 28 $\frac{1}{2}$  (11 $\frac{1}{2}$  cubic feet)

" " 16 x 22 x 26 $\frac{1}{2}$  (5.3 cubic feet)

" " case 4 on 6

" " 20  $\frac{3}{4}$  x 27 $\frac{1}{2}$  x 30 (10.2 cubic feet)

" " case 3 on 6

" " 18 x 27 x 26  $\frac{3}{4}$  (7.5 cubic feet)

" " case 1 on 6

" " 30 x 27 x 21 (9.8 cubic feet)

" " case 6 on 6

" " 27 x 18 x 30 (8.4 cubic feet)

" " case 2 on 6

" " 27 x 21 x 30 (9.8 cubic feet)

" " 27 x 21 x 30 (9.8 cubic feet)

" " case 5 on 6

" " 14 x 13 x 25 (2.5 cubic feet)

" " part of BC339

" " 19 x 19 x 28 (5.8 cubic feet)

" " part of BC 339

" " 22 x 16 x 26 (5.3 cubic feet)

TMC case 5 on 6

66-17321-187



one box 20 x 16 x 26 (4.8 cubic feet)  
     part of BC 339  
 " " 22 x 16 x 26 $\frac{1}{4}$  (5.5 cubic feet)  
     TMC  
 " " 22 x 16 x 26 $\frac{1}{4}$  (5.5 cubic feet)  
     TMC 3 on 6  
 " " 30 x 27 x 20 (9.7 cubic feet)  
     receiver  
 " " 30 x 19 $\frac{1}{2}$  x 23  $\frac{3}{4}$  (8.3 cubic feet)  
     part of BC 339  
 " " 39 x 28 x 25 $\frac{1}{2}$  (16 cubic feet)  
     TMC 4 on 10  
 " " 55 x 28 $\frac{1}{2}$  x 31 $\frac{1}{2}$  (28 cubic feet)  
     part of BC 339  
 " " 65 x 50 x 104 (195 cubic feet)  
     BC 339 cabinet  
 two boxes 82 x 23 x 28 (60 cubic feet)  
     Motorola keying bay  
 one box 89 x 30 x 24 (36 cubic feet)  
     bay  
 " " 30 x 20 x 27 (9.7 cubic feet)  
     receiver  
 " " 30 x 20 x 27 (9.7 cubic feet)  
     receiver  
 " " 39 x 20 x 30 (13 cubic feet)  
 " " 28 x 26 x 25 (10 cubic feet)

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : L. J. GAUTHIER

SUBJECT: BUREAU WAR PLANS - EMERGENCY RELOCATION SITE

DATE: November 5, 1952

Evaluation of White House Communication Concerning  
Short-Term and Long-Term Phases of Emergency Plans

CLASSIFICATION AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
DATE 4/14/2010

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Candy \_\_\_\_\_

Reference is made to my memorandum to you dated September 19, 1952, Bureau file #62-86157-250, wherein information received from Mr. David H. Stowe, Administrative Assistant to the President relating to emergency relocation plans was generalized for the Director.

Referral/Consult

The provisions contained in each document are set forth below with comments concerning particular aspects bearing on our basic plans for the continuity of operations on a short term basis in the event that it becomes necessary to evacuate Washington, D. C.

Mr. Stowe advised that since our operation plans have already been formulated, the following documents are intended for information purposes in order that we can consider the advisability of incorporating into our plans such portions of the over-all plan as is deemed necessary.

Referral/Consult

Bureau Plans

The designated emergency site is Shepherd College, Shepherds-town, West Virginia. The readiness of this site for emergency operations is considered to be 100% on a marginal basis. It will require 3 hours to become operational. A force of 519 key headquarters personnel are presently designated to staff the relocation site. The relocation site will permit additional

LJG:gt  
Attachment

RECORDED-42  
INDEXED-42

66-17351-187X  
FEB 4 1956

~~SECRET~~

expansion of most essential functions over an extended period. In addition, if and when an extended emergency exists which requires all employees (stay behinds) to evacuate Washington, D. C., divisional plans make it possible to reassign these employees (approximately 5,000) to relocation sites established by Bureau field divisions. This will provide for the full administration of our essential duties on a decentralized basis during an extended total evacuation of Washington, D. C.

Remarks:

It is felt that our basic plans previously submitted to the White House adequately meet the requirements of the "short-term" provisions.

Bureau Plans:

Referral/Consult

Plans for expansion of full operation on a decentralized basis from relocation sites formulated by nearby field divisions mentioned above under the "Short-Term Plans" appears to be adequate at this time in the absence of further instructions concerning NSRB plans for Long-Term planning.

Remarks:

No further planning necessary until detailed instructions received from NSRB.

~~SECRET~~

Referral/Consult



Bureau Plans:

Referral/Consult

A force of 519 key headquarters employees will move into the relocation site to carry on essential duties during a temporary emergency. Remaining employees (approximately 5,000) will stay behind to continue the over-all duties of the Bureau until such time as the Nation's capitol becomes uninhabitable.

Telephone, teletype and radio facilities will be available between relocation site and operations in Washington. Micro-wave communication is in process of planning making available communication between the White House, other key security agencies, and the FBI relocation site in the event land or air-wave mediums are destroyed.



Bureau Plans:

Referral/Consult

The Director will stay through the red and yellow alerts during an initial surprise attack. In event pre-determined information dictates that emergency measures be taken before attack, the Director will follow the instructions issued by the White House in connection with effecting its plans for occupation of the relocation site. The Director feels that he should remain in view of the responsibilities of the Bureau for the internal security of the country.



Referral/Consult

~~TOP SECRET~~

[Redacted]

Referral/Consult

Bureau Plans:

Bureau's relocation site is approximately 70 land miles from Washington, D. C. with a second stage relocation site available at the Baltimore emergency site which is approximately 35 land miles from headquarters.

[Redacted]

Referral/Consult

Bureau Plans:

The readiness of our site for emergency operation is 100% on a marginal basis. Activation can be effected within 3 hours after decision to evacuate is made.

Remarks:

It is felt that our basic plans previously submitted to the White House adequately meets the provisions outlined under "C".

[Large Redacted Area]

Bureau Plans

Referral/Consult

In the absence of Presidential instructions, no action will be taken to effect plans to occupy the relocation site during a period covered by either a "Red" or Yellow" alert. (Red Alert warns the public while the Yellow Alert warns interested authorities only.)

~~TOP SECRET~~

~~TOP SECRET~~

Remarks:

It is felt that our basic plans previously submitted to the White House adequately meets the requirements outlined under "D".

Bureau Plans:

Referral/Consult

Staffing our relocation site with employees outside of Washington, D. C., in the event that becomes necessary is not provided for in our basic plans.

Remarks:

Consideration should be given to the advisability of including the SAC at Baltimore (who is the nearest field official to our emergency relocation site), in our plans for emergency relocation operations to the extent of advising personnel in these offices that it may be necessary to evacuate them to another point to perform emergency duties. Further that the SACs in Philadelphia, Pittsburgh, and Richmond be advised that the SAC at Baltimore will in the event it becomes necessary issue instructions to them for the utilization of their personnel both in headquarters and Resident Agencies to staff the Bureau's relocation site. (see attached map).

In the event that our plans are amended to provide for staffing outside of Washington the Chairman of the Ad Hoc Committee on Alert Planning will be advised accordingly.

~~TOP SECRET~~

Referral/Consult

~~TOP SECRET~~

Remarks:

Referral/Consult

No inspection of the Bureau's relocation site has been made by the GSA to date.

Bureau Plans:

Referral/Consult

Readiness of our site for emergency operations is considered to be 100 per cent on a marginal basis. Pre-alert maintenance and operation of site is not considered necessary at present.

Bureau Plans:

Referral/Consult

Evacuation of key employees to relocation site will be via Bureau and private owned vehicles. All personnel are issued appropriate passes identifying each as employees of the Bureau. The Civil Defense authorities will honor all Special Agent credentials under any condition of emergency. Clerical passes generally will not be honored by Civil Defense authorities when effecting travel restrictions. Evacuation plans provide that a Special Agent be assigned to each vehicle moving equipment and/or personnel to our emergency site.

Bureau Plans

Referral/Consult

Essential records and equipment necessary to carry out vital duties during a limited emergency have been ear-marked on a divisional basis for immediate transportation to the relocation site.

~~TOP SECRET~~

[REDACTED]

Bureau Plans:

Referral/Consult

The Bureau has in operation a teletype system between field divisions and headquarters operations; a micro-wave terminal is in process of completion at our relocation site to connect with other critical agencies; telephone, teletype and radio facilities installed at the site but not activated; and mobile radio equipment, including walkie-talkie and automobile voice transmitters and receivers. Post attack transportation will be via Bureau and private owned equipment and heavy trucking facilities arranged for through GSA.

[REDACTED]

Bureau Plans:

Referral/Consult

Due to the fact that all Bureau employees are issued appropriate identification cards and also because of the Group Leader Plan which will serve to mobilize employees during any type of emergency, the Bureau is not participating in the defense plan which calls for the registration of all Government employees in the Washington, D. C. area through the use of the U. S. Mail Service. No recruitment of employees is planned during a limited emergency.

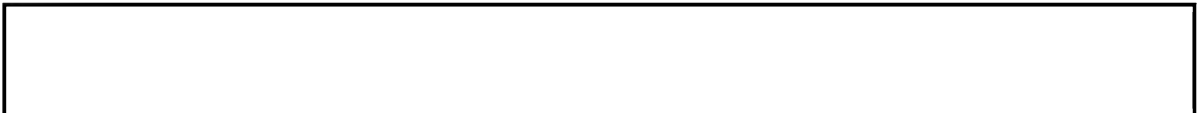
[REDACTED]

~~TOP SECRET~~

Referral/Consult



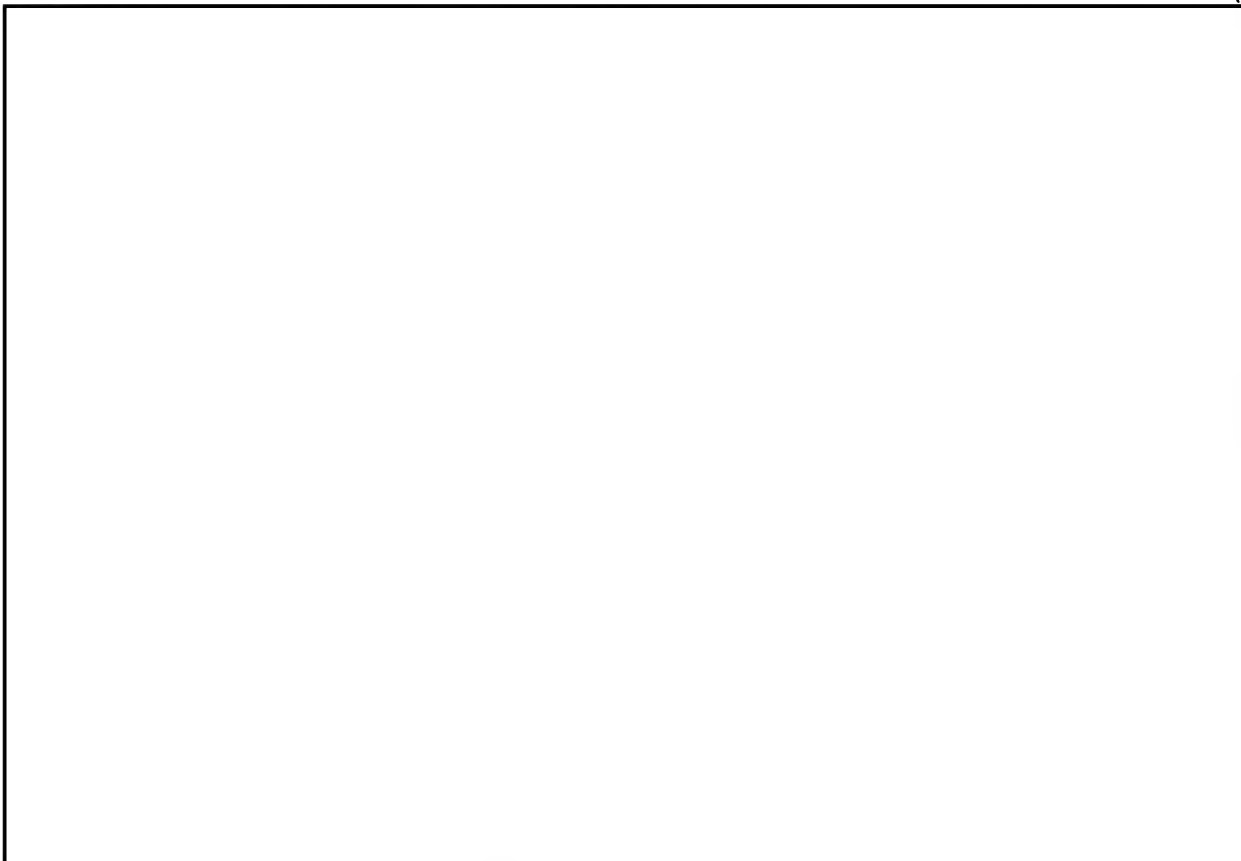
~~TOP SECRET~~



Referral/Consult

Remarks:

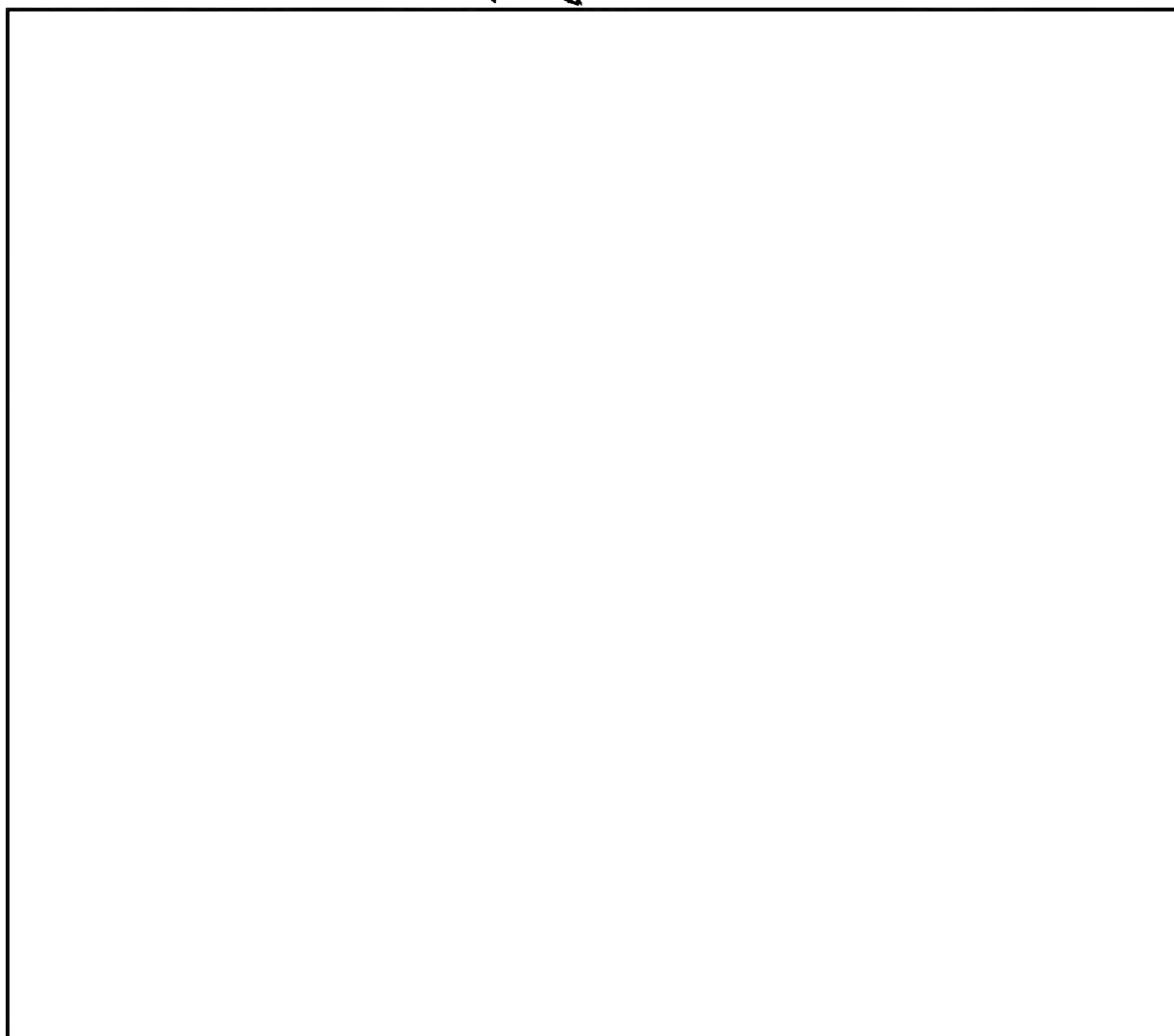
According to instructions contained in Mr. David H. Stowe's letter to the Director dated September 16, 1952, and modification of our basic plans for emergency operation will continue to be reported to the President through the Chairman of the Ad Hoc Committee on Alert Planning, Executive Office of the President, National Security Resources Board, as in the past.



Referral/Consult

~~TOP SECRET~~  
- 8 -

~~TOP SECRET~~  
~~Security Information~~



Remarks:

Referral/Consult

*Since the Bureau's emergency operations plans have already been formulated in cooperation with the Ad Hoc Committee on Alert Planning (Executive Office of the President) NSRB for key critical agencies, it appears that security requirements preclude contacting the GSA for services outlined above with the exception of securing needed supplies and equipment if that becomes necessary during an extended emergency.*



Referral/Consult

~~TOP SECRET~~  
~~Security Information~~

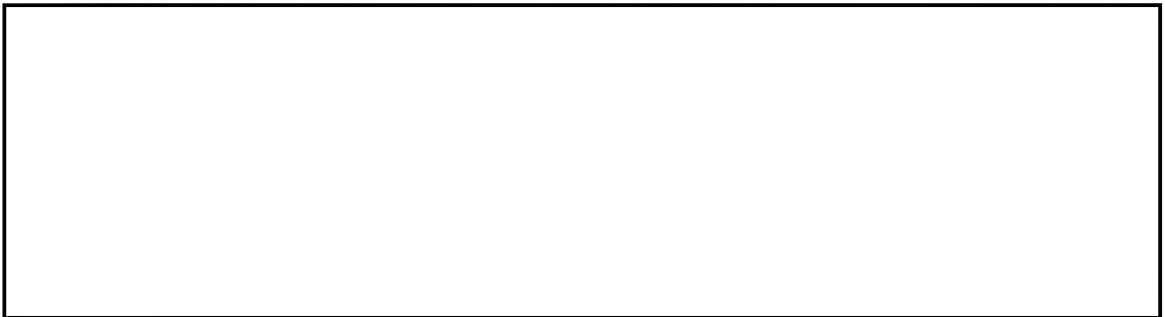
~~TOP SECRET~~



Remarks:

Referral/Consult

*Bureau plans provide for post-attack grouping of employees through Group Leaders and Rallying Points as well as the utilizing and reassignment of employees as requirements of field operations arise. Security of approved plans preclude participation by Civil Service employees.*



Remarks:

Referral/Consult

*The responsibility of providing adequate shelter areas in buildings occupied by the Bureau at the SOG rests with building superintendents. We are closely cooperating with these officials in each building occupied in order to effect adequate measures that can be followed in the event of an enemy attack during office hours.*



Referral/Consult

~~TOP SECRET~~

~~TOP SECRET~~  
Copyright 1964 by R. B. L.



Bureau Plans:

Referral/Consult

*Successor Designates to the Director are:*

*C. A. Tolson            Associate Director  
D. M. Ladd            Assistant to the Director  
L. B. Nichols        Assistant to the Director  
Thru Assistant Directors at SOG (6)  
E. J. Connelley      Assistant Director Field  
~~SAC New York City~~  
~~SAC Los Angeles~~  
~~SAC Chicago~~        5/1/51*

Remarks:

*The above chain of command appears to meet maximum requirements set forth above.*



Bureau Plans:

Referral/Consult

*Field divisional plans have been formulated for the evacuation of their operations to outlying areas in event it becomes necessary. If it becomes necessary*

~~TOP SECRET~~  
Copyright 1964 by R. B. L.

~~SECRET~~

to totally evacuate Washington, D. C. headquarters, employees will be dispersed to inland field divisions or to their relocation sites. Seat of Government employees are not specifically scheduled to move into field division offices under existing plans. Details of field plans have not been discussed with GSA.

Remarks:

It is felt that maximum security for emergency planning requires that we continue to handle emergency planning in the field on the basis of Bureau responsibility of keeping the Chairman, Ad Hoc Committee on Alert Planning, Executive Office of the President, National Security Resources Board, advised at all times of any changes to the basic plan.

Bureau Plans:

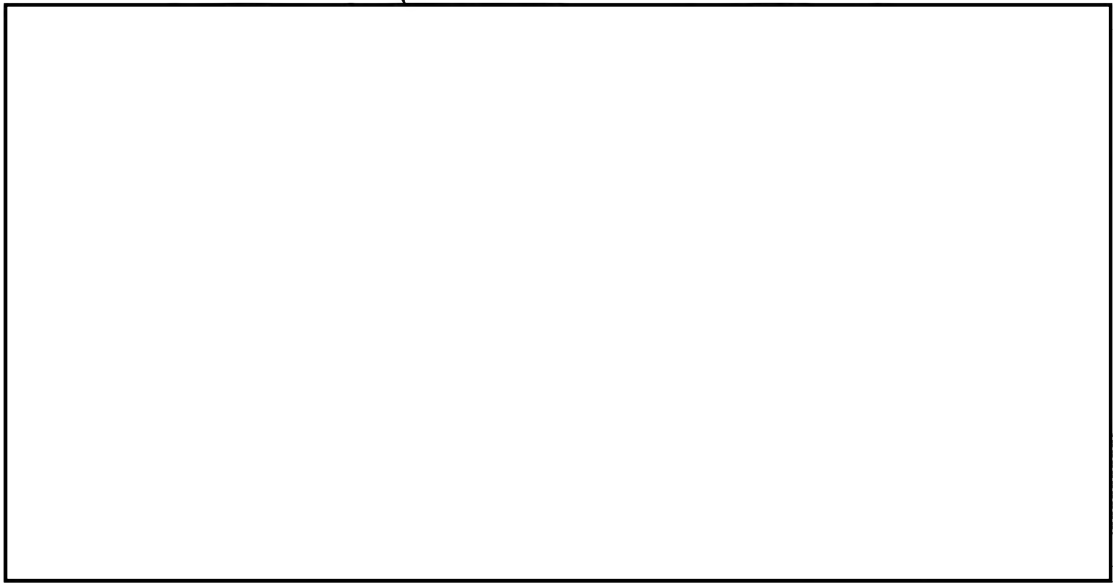
Referral/Consult

The above provision for relocation sites for headquarters and field divisions have been formulated independent of GSA. Problems concerning supplies and equipment which are needed over an extended emergency will be discussed if necessary with GSA.

Remarks:

Present procedure of developing plans through the Ad Hoc Committee on Alert Planning, Executive Office of the President, National Security Resources Board, should be following in lieu of dealing with GSA.

~~TOP SECRET~~



Bureau Plans:

Referral/Consult .

Bureau personnel in the Washington area are issued identification cards which are divided into the following types:

1. SPECIAL AGENT CREDENTIALS:

The District of Columbia Office of Civil Defense has advised that this credential will be honored during any type of Civil Defense limitations that may be enforced during an emergency.

2. CRITICAL CLERICAL EMPLOYEE PASSES:

The District of Columbia Office of Civil Defense will honor this pass when it is necessary for key clerical employees to reach their office during any type of emergency when Civil Defense restrictions are being enforced. The services of these employees are considered necessary in order that all segments of Bureau operations can efficiently function during a limited emergency.

3. CLERICAL EMPLOYEE PASSES:

All clerical employees other than critical clerical employees are issued passes which appropriately identify them as employees of

~~TOP SECRET~~

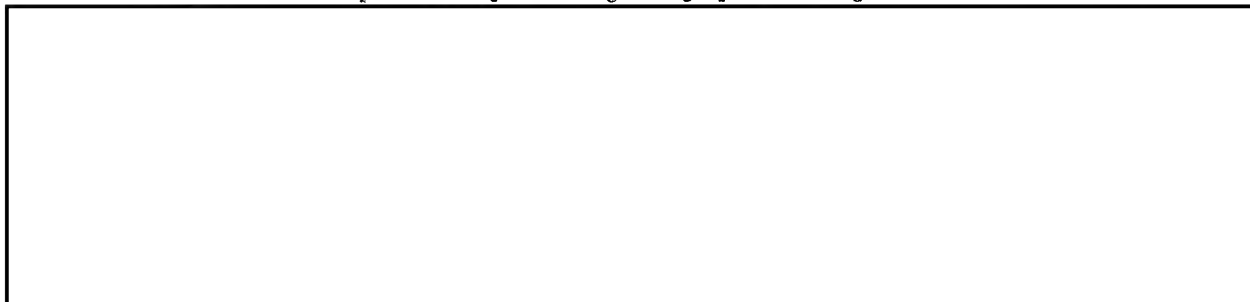
~~TOP SECRET~~  
~~Security Information~~

this Agency. The District of Columbia Office of Civil Defense will not require Wardens to honor this pass when civil defense restrictions are being enforced with regard to travel. In the event it is necessary to have the services of an employee possessing this type of pass during an emergency, a Special Agent will be dispatched to escort the employee to the point where the service is required.

This Agency has requested the District of Columbia Office of Civil Defense for the issuance of an appropriate pass which will identify [redacted] as a liaison official between this Agency and the [redacted]. It is considered necessary that [redacted] have unrestricted travel during an emergency between his home and office which is located in the Department of Justice Building. b6 b7C b7D

Remarks:

It is felt that the Bureau plans outlined above which have been approved by the Ad Hoc Committee provides for us the opportunity of maintaining confidential the names of our employees. The procedure of issuing passes through Civil Defense authorities would result in making the names of Bureau employees generally known. The basic planning of the Ad Hoc Committee for key critical agencies would be defeated. No further action is necessary concerning this phase of emergency planning.



Bureau Plans:

Referral/Consult

Employees are divided into geographical groups according to places of residence. Each group will be under the general supervision of a Special Agent. In the event of an outbreak of actual warfare between the United

~~TOP SECRET~~  
~~Security Information~~

~~TOP SECRET~~

States and any other nation or an invasion of the Territory of the United States, all employees at that time will be instructed concerning specific duties and regulations that are to be adhered to during the initial emergency. Subsequent instructions will be issued to employees as exigencies occur.

Due to the fact that all Bureau employees are issued appropriate identification cards and also because of the Group Leader Plan which will serve to mobilize employees during any type of emergency, the Bureau is not participating in the defense plan which calls for the registration of all Government employees in the Washington, D. C. area through the use of the U. S. Mail Service. All employees will be urgently needed to perform emergency duties of an internal security nature in harmony with this Bureau's current responsibilities.

All employees of the Bureau have knowledge of the plans promulgated for emergency functioning of the Bureau. Written instructions will be promptly distributed at inception of emergency to fit the needs at that time.

Remarks:

Security requirements concerning our emergency planning preclude participation in the Civil Service Mail registration plan.

Bureau Plans:

Referral/Consult

Transportation during an emergency will be obtainable through the maximum use of Bureau and private owned vehicles. Arrangements have been made with Mr. John Weeks, PBA for the use of whatever number of trucks we will need to transport files and equipment out of headquarters.

~~TOP SECRET~~



~~SECRET~~

Remarks:

It appears that our plans for transportation meet the requirement of adequate planning.

Bureau Plans:

Referral/Consult

The number of personnel scheduled to report to the relocation site is 519. Evacuees will, if time permits, proceed to their homes, pack and assemble at previously designated rally points for further transportation to site. The movement will be from scattered rallying points throughout the Washington Metropolitan area at various intervals during a limited time. It is expected that the greater percentage of the staff can be located at the site within 12 hours. Evacuees will not be moved during a "red" or "yellow" alert.

Remarks:

This phase of planning is considered adequate.

Bureau Plans:

Referral/Consult

Each division has earmarked necessary records and investigative matter to be removed to the relocation sites. In addition, the reproduction and dispersal of vital records (personnel fingerprints, personnel administrative data, security indices) have been completed. These records are maintained under the supervision of the Special Agent in Charge of the FBI Office located at 1010 Federal Office Building, Omaha, Nebraska.

~~TOP SECRET~~  
~~Security Information~~

Remarks:

*It appears that our plan for the preservation and transportation of vital records is adequate.*

Referral/Consult

Bureau Plans:

*The Bureau will follow these instructions in event it becomes necessary and the Superintendent of the buildings occupied by the Bureau will be advised accordingly.*

Referral/Consult

Bureau Plans:

*All employees scheduled for evacuation have been notified of this designation. They have knowledge of the name of the Special Agent Evacuation Leader, his address, and telephone number. Specific instructions will be given at the time to each evacuee through the Evacuation Leader.*

*Bureau employees have general knowledge of war plans promulgated by the Bureau. Written instructions will be promptly distributed at the inception of the emergency to fit the needs at that time.*

~~TOP SECRET~~  
~~Security Information~~

~~TOP SECRET~~

Remarks:

*This phase of planning is considered adequate under the present conditions.*

Bureau Plans:

Referral/Consult

b7E

*The Bureau has continuous liaison with the [redacted] Special Agents assigned liaison duties with these key critical agencies will in the event it becomes necessary to operate out of relocation sites will evacuate with the agency they are accredited to from their relocation site. This will provide the Bureau with the means to deal direct with a Bureau representative located at each relocation site established by key critical agencies. In addition, FBI membership in the Intelligence Advisory Committee, U. S. Communication Intelligence Board, U. S. Evaluation Board of the National Security Council, Inter-departmental Radio Advisory Committee, White House Committee on Emergency Operation of Government will be continued on a post-attack basis.*

Remarks:

Referral/Consult

*Inasmuch as the Bureau has been formulating emergency plans in cooperation with the Ad Hoc Committee on Alert Planning for key critical agencies and by virtue of instructions from Mr. David H. Stowe, Administrative Assistant to the President dated September 10, 1952, to keep the Chairman of the Ad Hoc Committee directly advised of any changes to our emergency plans, the above requirements for reporting to the Director of Special Security Programs will not be followed.*

~~TOP SECRET~~

GENERAL CONCLUSION:

Our basic plans which were submitted to and approved by the President through the Ad Hoc Committee on Alert Planning, are considered to be adequate and in no need at this time to have incorporated portions of reference communications. One possible exception is the reference to developing plans that will provide alternate supervision and staffing of our relocation site from employees presently assigned outside of Washington (see page 5 of this memorandum item "E" - Delegation of Authority).

ACTION:

Proposed plans are being developed in cooperation with all Divisions to formulate provisions for supervision and staffing our relocation site from sources outside of Washington in the event that after a heavy surprise attack, personnel working or living in Washington who are scheduled for evacuation might not be available for the adequate staffing of relocation functions. These plans will be submitted for the Executives Conference consideration when completed.

*[Handwritten signature]*

~~CONFIDENTIAL~~

SAC, Pittsburgh

~~PERSONAL ATTENTION~~  
~~CONFIDENTIAL~~

November 13, 1952

Director, FBI

RECORDED 177

66-17381-188

WAP PLANS

EX-54

In connection with certain phases of the Bureau's war plans, it is necessary for the Bureau to erect in the immediate vicinity of Shepherdstown, W. Va. a high frequency radio station known as a "Microwave" Station. At the present time it is desired that your office ascertain the ownership of the high land located in the triangular section of Shepherdstown, contained between state roads #45 and #48. It is noted that the municipal water tank is located in this area and that a substantial part of the high elevation is covered by an extensive orchard purported to be owned by a Goldsborough family. For your information it is expected that it will be necessary to erect a metal tower approximately 100 ft. in height, and accordingly primary interest centers on points of highest elevation in order to hold the height of the tower to this figure. The Bureau would not be interested in ownership of the lower lots fronting along the highway since on such premises a tower of approximately 200 ft. would probably be required. Guying of the necessary tower will require a total ground area of approximately 75 ft. radius about the base of the tower. The area in the immediate vicinity of the municipal water tank is considered reasonably satisfactory for the desired purpose.

The above information is furnished for background only. It is desired that you not approach the owners at this time in order to secure permission to use the land, but only that you ascertain who owns the areas in question, and that you develop sufficient information covering the background of such owners as to permit the Bureau to decide whether one or more of them may be approached.

Installation of the above equipment is part of a program which has been classified as ~~top secret~~. Therefore your inquiry should be most discreet, and the matter should receive most expeditious attention.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

COMM — FBI

NOV 14 1952

MAILED 27

IWC:np

ADDENDUM:

Approved by Executives Conference, November 13, 1952, Messrs. Tolson, Ladd, Nichols, Glavin, Gearty, Laughlin, Tracy, Holloman and Harbo. RTH:VH

33 NOV 25 1952

RECEIVED  
NOV 14 1952  
FBI JUSTICE  
DIRECTOR

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Harbo *PH*

DATE: November 12, 1952

FROM : I. W. Conrad *IWC*SUBJECT: EMERGENCY PLANS  
MICROWAVE SITE

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

SYNOPSIS

*14*  
Bureau War Plans Auxiliary Space For S.O.G.  
 One of the 3 owners of the Potts estate at Shepherdstown, West Virginia, where the Bureau has been negotiating for a site on which to place its microwave radio station, now disagrees with the other 2 owners regarding desirability of placing station on property. College property represented the #1 choice but it is not available. The Potts estate is the only suitable adjoining land to the school and it appears not to be available because of one of the 3 owners fearing it might hamper sale of the property. A third site area farther away is less desirable but the only one left without locating an excessive distance from the school. Recommends Resident Agent ascertain data as to land owners in this area so Bureau can consider approaching owners in effort to rent land and establish station.

DETAILS

You will recall that our plans heretofore have called for erecting a microwave radio communications station on the so-called Potts estate which is immediately adjacent to Shepherd College property, Shepherd College being the Bureau's chosen relocation headquarters. A detailed actual engineering survey by Motorola Company engineers from the proposed Potts site has reflected that, since the military changed their station site, a somewhat higher tower than originally anticipated would be required in order to provide the necessary line-of-sight path to the military installation northwest of Sharpsburg. As you know, the town of Shepherdstown is considerably lower than the surrounding terrain. In an effort to reduce the necessary height of the microwave tower, exploration has been made of other areas on the Potts estate and a second site selected which we initially were advised was actually preferred by the 3 owners of the property. However, upon presenting a modified lease for signature, we now have been advised by [redacted] the co-owner residing in New York City, that she does not agree with the other 2 co-owners and that the second site selected is not satisfactory to her.

*F*  
*3*  
 You will recall, in this connection that Mr. Llewellyn Potts, who resides on the Potts estate, has been most cooperative from the very beginning and has repeatedly expressed his belief that utilization of either site by the Bureau was not objectionable in any way. The third co-owner, [redacted] who also resides on the property, likewise has been very friendly and cooperative although she is guided more by the view of [redacted] than she is by the views

Attachments

NOV 25 1952

cc Mr. Strong, Room 5250 - Sent

IWC:vrh

RECORDED-77

106-17321-188

NO. 19 1952

SEVEN *PD*

Memorandum to Mr. Harbo

November 12, 1952

of her brother, Mr. Potts. [ ] latest position is that for a variety of reasons she is not at all happy with the proposal to establish the radio station on the Potts estate. She points out that the 3 co-owners will undoubtedly immediately sell the property as a unit upon the death of an aged aunt who resides on the estate and she feels that the radio installation would jeopardize such sale. This is not a new argument and, indeed, was advanced by [ ] at the time of the initial contact. It was reiterated to [ ] that under the terms of the lease the Bureau, upon 90 days notice, would remove the installation and restore the premises to their original condition. [ ] in replying indicated that nevertheless she felt that going ahead with the installation at any point on the property was undesirable. b6  
b7C

While [ ] has used the increased height of the required microwave tower as a partial excuse for her position, we in the radio unit who have talked to the owners during the various stages of negotiations are convinced that her objections are much deeper and stem originally from a desire not to do anything which would in any way jeopardize the immediate sale of the property or detract from obtaining the maximum monetary value from such a sale. Since it now appears that [ ] has been somewhat unhappy over the entire proposal from the beginning, it is now considered that we should not press the installation on the Potts estate further and that we should immediately seek a new site. In attempting to place permanent type radio station equipment and towers on rented land at any new site we will, of course, again be subject to the desires, convenience and general inclination of the owner. b6  
b7C

In summary, it is noted that the school property which represented our #1 choice from an over-all standpoint is not available to us since college authorities are not willing to permit such an installation. The Potts estate which represented our #2 choice from the standpoint of desirability likewise does not appear to be available in view of the position taken by co-owner [ ]. In this connection, it is noted that all other property adjoining the school premises is either in the downtown congested business area or is low ground sloping to the river, and in either case completely unsuited for the installation of microwave equipment, it being noted that microwave communications requires a free, line-of-site pathway between transmitting towers. There is only one other general area in the immediate vicinity of Shepherdstown which can be considered reasonably satisfactory from a b6  
b7C

Memorandum to Mr. Harbo

November 12, 1952

technical standpoint, if we are to avoid having to run either our own or a leased telephone cable a mile or more from Shepherd College property to the microwave station. (Two 26 pair telephone cables are required.) This #3 choice is the triangular area between state roads #45 and #48, containing the municipal water tank and an extensive orchard farm reported to be owned by a Goldsborough family.

RECOMMENDATION

Accordingly, it is recommended that immediate inquiries be made by the appropriate Resident Agency covering this area to ascertain pertinent data pertaining to the owners of the high land in the triangular section mentioned, in order that the Bureau may consider approaching one or more of the owners with a view toward erecting the necessary microwave station there.

There are attached for convenient reference 3 maps. Map #1 shows the detailed vicinity of Shepherdstown; map #2 shows the location of Shepherdstown with relation to Washington, D. C., and map #3 reflects relation of eastern area with regard to U.S. as a whole.

2st /  
RH / ADDENDUM

IWC 11-13-52 In accordance with your instructions there is attached hereto a suggested letter to Pittsburgh.

RY



November 14, 1952

Bureau May Place Auxiliary Service For S.I.C.

Technical Material Corporation  
Post Office Box 142  
Mamaroneck, New York

Gentlemen:

Reference is made to United States Department  
of Justice purchase order number 4917.

Your attention is called to item two of the  
specification which describes the radio communications  
receivers (general coverage) to be furnished. The  
general description of the unit to be supplied states  
that each unit must be supplied in a table model  
cabinet and further that each unit must be furnished  
complete with speaker.

This is to advise that to date neither the  
cabinets nor the speakers have been received. Please  
advise whether these items have been shipped, and if  
so advise the shipping details in order that we may  
attempt to locate this portion of the order.

Your immediate attention will be greatly  
appreciated.

Very truly yours,

RECORDED-30

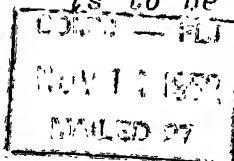
NOV 18 1952

137

John Edgar Hoover  
Director

JLP:vrh

NOTE: This is part of the radio communications equipment which  
is to be stored at the Bureau's emergency evacuation point.



63 NOV 26 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIVED  
NOV 14 1952  
166-1-189

*JWS*

*AL*

*amy*

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS *W*  
 FROM : W. G. EAMES *E*  
 SUBJECT: RECORDS SECTION

DATE: September 25, 1952

Re: Supplies and Equipment,  
Bureau War Plans Auxiliary Space For S.O.G.

*W*  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Egan \_\_\_\_\_  
 Gurnea \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Hendon \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Quinn Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Regarding no number SAC letter dated September 17, 1952, there is attached an itemized list of office supplies which are boxed and stored in the Supply Section for the use of the Records Section in the event of an emergency. These supplies would be forwarded to the Evacuation Headquarters for the use of the Records Section.

In view of instructions in reference letter, these supplies can be uncrated and returned to the Bureau's supply room for use in the Bureau.

*put back in stock*

In addition, the Records Section has 500 rounds of service ammunition, 50 gas masks, 20 blackjacks, 3 large first aid kits, and one dozen flashlights which have been maintained for emergency purposes that can also be declared surplus at the present time.

*Rec Sec  
Keep*

## RECOMMENDATION:

It is recommended that the Administrative Division cause the above supplies to be returned to the Bureau's Supply Section if they can be utilized by the Bureau.

PFO: fkr  
*Attachment*

*PBM  
 J. M. Anderson  
 B. M. Ditcher  
 J. M. Michael*

*F*  
 ENCL  
 4

EX-110  
 RECORDED - 40

166-17381-190  
 13 NOV 18 1952

*W  
 J*

*OK  
 10/1*

DEC 2 1952  
 423

ENCLOSURE

Blue	4 gross
Black	4 gross
Red	4 gross
Green	1 gross
Pencil Sharpener	1 dozen
Section tape	1 gross
Erasers	1 gross
Pens	1 dozen
Ink	1 dozen bottles
Rubber bands #33	20 boxes
Twine or cord	1 gross bails
Stamp pad and ink	2 dozen
Abstracts:	
Blue and white	10,000
Yellow and Pink	10,000
Out cards	2,000
Staplers	1 gross
Staplers	1 dozen
Staple machines	2 dozen
File fronts	10,000
File backs	10,000
Ass. fasteners	15,000
Charge out slips	10,000
Serial markers	10,000

PAPER

Carbon paper	1 dozen boxes
Manila form 64	6 reams
Bond plain	12 reams
Onion # in	12 reams
Yellow	12 reams
3 X 5 pads	1 gross
5 X 8 pads	1 gross
Yellow ruled pads	8 gross
Envelopes	
White	2,000
Manila (8 1/2 X 11)	5,000
(12 X 16)	1,000
Stone note book	1 gross

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE CHIEF CLERK

DATE: November 3, 1952

FROM : A. H. BELMONT

SUBJECT: KEY CLERICAL PERSONNEL  
CORRELATION-LIAISON SECTION  
DOMESTIC INTELLIGENCE DIVISIONTolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Bureau War Plans Auxiliary Space For S.O.G.

Attached is a list reflecting the current status of the Correlation-Liaison Section Key Clerical Personnel List. This is submitted for appropriate changes in connection with the Bureau's over-all list maintained to assure passage through police and civilian defense lines for key clerical personnel in the event of an emergency. The following changes should be noted:

Research Analysts

Delete - Eugene R. Noble

Add - StenographersDelete - Add - b6  
b7CClerksDelete - Add - 

Attachment

JWB/fjb

RECORDS-B-50

166-17381-191

NOV 20 1952

EX-111

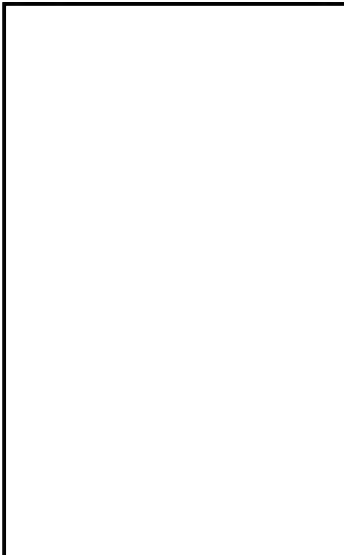
File  
7  
Jul  
EX-111  
PERS. FILESnoted in  
sec 1  
prop. fmnoted in  
Conting. Sect.  
JWB74 DEC 22 1952  
619

November 3, 1952

CORRELATION - LIAISON

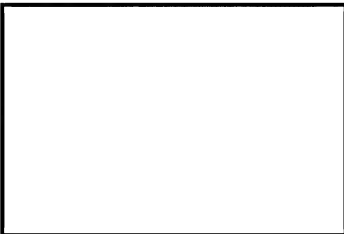
KEY CLERICAL PERSONNEL

Research Analysts



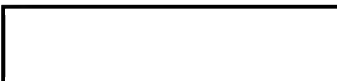
b6  
b7C

Stenographers



b6  
b7C

Typists



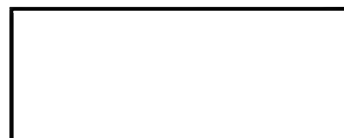
Clerks



Dorothy Barnard



b6  
b7C



ENCLOSURE

66-17381-171

Office

dum • UNI

GOVERNMENT

TO : THE CHIEF CLERK

DATE: October 14, 1952

FROM : A. H. BELMONT

SUBJECT:

KEY CLERICAL PERSONNEL  
DOMESTIC INTELLIGENCE DIVISION

Tolson	_____
Ladd	_____
Clegg	_____
Glavin	_____
Nichols	_____
Rosen	_____
Tracy	_____
Harbo	_____
Belmont	_____
Mohr	_____
Tele. Room	_____
Nease	_____
Gandy	_____

Bureau War Plans Auxiliary Space For S.O.C.

Attached is a list reflecting the current status of the Espionage Section Key Clerical Personnel list. This is submitted for appropriate changes in connection with the Bureau's over-all list maintained to assure passage through police and civilian defense lines for key clerical personnel in the event of an emergency.

In addition, the following changes should be noted in the key clerical personnel list of the Front Office, D.I.D.:

Delete -  
Add -

b6  
b7C

Attachment

AHB:tlc

RECORDED

66-17381-192  
NOV 20 1952

O U JAN 2 1953

EX-100

ESPIONAGE SECTION - KEY CLERICAL PERSONNEL

Stenographers

Kunz, Fidelis

b6  
b7C

Clerks

Brown, Joan Lucille

b6  
b7C

Supervising Clerk

This list is to assure passage  
through police and civilian defense  
lines for key clerical personnel in  
the event of an emergency

Changes

· Delete -   
· Delete -   
· Delete -   
· Delete -   
· Delete -   
· Delete -   
· Delete -

b6  
b7C

· Add -   
· Add -

· Change name of  to

ENCLOSURE

66-17381-172

REGULAR MAIL  
SPECIAL DELIVERY

AIRTEL

NOVEMBER 21, 1952

SAC, PITTSBURGH

WAR PLANS. REBULET NOVEMBER TWENTY. DESIRED YOU EXPEDITE  
INQUIRY CONCERNING OWNERS OF PROPERTY AT SHEPHERDSTOWN, W.VA.  
AS SET FORTH IN RELAY AND ADVISE BUREAU ATTENTION LABORATORY  
AS SOON AS POSSIBLE.

HOOVER

Bureau War Plans Auxiliary Space For S.O.G.

AJB:np

RECORDED - 70

EX - 106

66-17381-193  
NOV 24 1952

137

IN 21 3 31 PM '52

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

COMM - FBI

NOV 21 1952

MAILED 27

63 DEC 1 1952

*[Signature]*

*[Initials]*

*[Signature]*



NOVEMBER 20, 1942

SAC PITTSBURGH

PERSONAL ATTENTION

AIRTEL - VIA MAIL

Bureau War Plans Auxiliary SPACE For SOG.

REBUSET 11-18-52 AND MEMOIRTEL 11-21-52. SUBMIT AIRTEL BY RETURN MAIL ADVISING STATUS OF INQUIRY CONCERNING OWNERS OF PROPERTY IN SHEPHERDSTOWN, WEST VIRGINIA, AS SET FORTH IN RELET. THIS MATTER IS OF URGENT URGENCY AND MUST BE COMPLETED AT EARLIEST POSSIBLE DATE.

ROOVER

AJB:ura

NOV 28 2 24 PM '52  
RECEIVED PERS. ROOM  
FBI

RECORDED-84

166-17381-194  
24 DEC 4 1952

FOI-27

Tolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Laughlin  
Mohr  
Tele. Rm.  
Holloman  
Gandy

COMM - FBI  
NOV 28 1952  
MAILED 24

6/9  
6 DEC 11 1952

ajb

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

~~CONFIDENTIAL~~

AIR-TEL

Transmit the following Teletype message to: FBI WA 0711

FBI PITTSBURGH

12-1-52

LBV

DIRECTOR

~~CONFIDENTIAL~~

WAR PLANS. REBULET NOV. 13, 1952. IT WAS DISCREETLY ASCERTAINED THAT E. LEE GOLDSBOROUGH, SR., OF SHEPHERDSTOWN, W. VA., OWNS THE ENTIRE ORCHARD PROPERTY LOCATED IN THE TRIANGULAR SECTION OF SHEPHERDSTOWN, W. VA., BETWEEN STATE ROADS #45 AND #48, AS WELL AS THE ORCHARD SECTION DIRECTLY ACROSS STATE ROAD #45 FROM THE SHEPHERDSTOWN MUNICIPAL WATER TANK. THE SHEPHERDSTOWN MUNICIPAL WATER TANK IS LOCATED ON PROPERTY OWNED BY MR. GOLDSBOROUGH AND IT IS BELIEVED THAT THIS LAND IS LEASED GRATIS BY THE CITY OF SHEPHERDSTOWN FROM MR. GOLDSBOROUGH. THE LAND SITUATED ALONG STATE ROADS #45 AND #48 IS PRIVATELY OWNED AND BUILT UP. IT WAS ASCERTAINED THAT THE LAND ON WHICH THE SHEPHERDSTOWN MUNICIPAL WATER TANK IS CONSTRUCTED IS THE HIGHEST ELEVATION IN THE VICINITY OF SHEPHERDSTOWN. HOWEVER, THERE IS UNDEVELOPED LAND OWNED BY THE BALTIMORE AND OHIO RAILROAD ADJACENT TO SHEPHERDSTOWN HIGH SCHOOL WHICH HAS SOME ELEVATION BUT NOT AS MUCH AS THE LAND OWNED BY MR. GOLDSBOROUGH, AND THE B. & O. PROPERTY IS FARTHER FROM THE CENTER OF SHEPHERDSTOWN. IT IS NOT BELIEVED THAT THE LAND OWNED BY THE B. & O. WILL BE DEVELOPED OR SOLD AND MIGHT BE UTILIZED IF SO DESIRED. FOR YOUR INFORMATION, MR. E. LEE GOLDSBOROUGH, SR., IS MARRIED, IS APPROXIMATELY 80 YEARS OF AGE AND A NATIVE OF JEFFERSON COUNTY, W. VA., IN WHICH COUNTY SHEPHERDSTOWN IS

WJK:LBV

100-10201 Approved:

6 DEC 16 1952

COPIES DESTROYED

RECORDED - 78

INDEXED - 78

Sent

M

Per

Special Agent in Charge

DEC 21 1952

EX-102

10 SEP 30 1962

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

-----

Transmit the following Teletype message to:

PAGE TWO

LOCATED. MR. GOLDSBOROUGH HAS BEEN IN THE ORCHARD BUSINESS HIS ENTIRE LIFE AND IS, FOR ALL PRACTICAL PURPOSES, RETIRED, BUT DOES AID IN THE OPERATION OF THE SHEPHERDSTOWN FRUIT GROWERS ASSOCIATION WHICH IS OPERATED BY [REDACTED] WHO HAS BEEN MANAGER AND FOREMAN OF THE ORCHARDS OWNED AND LEASED BY MR. GOLDSBOROUGH FOR YEARS. MR. GOLDSBOROUGH HAS ONE SON, [REDACTED] WHO RESIDES IN PHILADELPHIA, PA., AND ONE DAUGHTER, [REDACTED] WHO RESIDES WITH HER PARENTS AT SHEPHERDSTOWN, W. VA. MR. GOLDSBOROUGH'S BROTHER, [REDACTED] ALSO RESIDES IN SHEPHERDSTOWN, W. VA., AND IS A NATIVE OF JEFFERSON COUNTY, W. VA. MR. GOLDSBOROUGH AND FAMILY ARE HIGHLY REGARDED IN THE VICINITY OF SHEPHERDSTOWN AS BEING LOYAL AND PATRIOTIC AMERICANS OF EXCELLENT REPUTATION, CHARACTER, AND ASSOCIATIONS. MR. GOLDSBOROUGH ALWAYS HAS BEEN KNOWN TO COOPERATE WITH THE CITIZENS OF SHEPHERDSTOWN AND HAS AIDED THE TOWN BY GIVING EMPLOYMENT TO THE LOCAL CITIZENS. THE INDICES OF THIS OFFICE ARE NEGATIVE CONCERNING E. LEE GOLDSBOROUGH, SR., AND [REDACTED]

b6  
b7c

HALLFORD

*cc: Mr. Santillo*

Approved: \_\_\_\_\_  
Special Agent in Charge

Sent \_\_\_\_\_ M Per \_\_\_\_\_